

Tuesday, February 22, 2022
Electronic City Council Meeting

7:00 P.M.
2092nd Regular City Council Meeting - Electronic Attendance

Meeting may be viewed at: Live Stream on City of College Place, Washington YouTube at https://www.youtube.com/channel/UCbx3qrqzLDL_05NusReSI-g/featured

Zoom Attendee Link: <https://us06web.zoom.us/j/85014313064>

Or you may call this number to listen: 1-669-900-9128 ID# 850 1431 3064 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	1.02 Roll Call
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Via Web Norma L. Hernández

Paul T. Jessup,

Michael Cleveland,

Loren Peterson,

Council Members Via Web Tito Espinoza Jr.,

Melodie Williams,

[Heather Schermann,](#)

[Monica Boyle](#)

Administrator, Mike Rizzitiello;

City Attorney, Rea Culwell

Finance Director, Brian Carleton;

Public Works Director, Robert McAndrews;

Staff Via Web Police Chief, Troy Tomaras;

Fire Chief, David Winter;

Community Development Director, Jon Rickard;

HR Manager, Shawn Doering;

City Clerk, Lisa Neissl

Subject : 1.03 Pledge of Allegiance
Meeting : Feb 22, 2022 - Electronic City Council Meeting
Category : 1. Opening Items.
Access : Public
Type : Procedural

Public Content

"I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one Nation under God, indivisible, with liberty and justice for all."

Subject : 1.04 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.
Meeting : Feb 22, 2022 - Electronic City Council Meeting
Category : 1. Opening Items.
Access : Public
Type : Information

Public Content

Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

Virtual Meeting Protocol for Public Comment:

When submitting public comments, include the following regardless of the manner you are using: Note that there are deadlines for written comments to be included in the meeting documents.

- Your Name
- Your Address

Public comments may be provided in writing (If typewritten, no less than 11 pt font). Submit to Clerk@cpwa.us no later than 4:30PM on the meeting date to be included in the record.

Public Comments in person may be made by telephone or virtually during the meeting:

- Telephone comment - Call 1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raising your hand (*9 to raise hand, *6 to mute/un-mute) when comments are requested.
- Virtual comment - Join using the Zoom Attendee link (provided at beginning of agenda) and raise your hand when comments are requested.

Once recognized, you will have five minutes to speak on any subject that is under the control of the Council.

File Attachments

[It is SO EASY to participate in public meetings!.png \(224 KB\)](#)

2. Consent Agenda.

Subject :	2.01 AB 22039 - Approve Agenda for February 22, 2022
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	2.02 AB 22040 - Approve Council Minutes from February 8, 2022
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	2. Consent Agenda.
Access :	Public

Type : Action (Consent), Minutes
Minutes : [View Minutes](#) for Feb 8, 2022 - Electronic City Council Meeting

File Attachments

[2022-02-08_Council_Minutes_Draft.pdf \(994 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject : 2.03 AB 22041 - Public Employees Union Contract
Meeting : Feb 22, 2022 - Electronic City Council Meeting
Category : 2. Consent Agenda.
Access : Public
Type : Action (Consent)
Preferred Date : Feb 22, 2022

Public Content

The Public Employees Union members have voted and approved the attached three year contract. The significant changes to the contract are:

- 3% cost of living increase effective 1/1/2022
- Additional .5% cost of living increase effective 7/1/2022
- 2023 & 2024 cost of living increase based upon CPI with a minimum of 2% and a maximum of 4%
- Increase in clothing allowance from \$100/year to \$200/year
- Additional vacation step (13.34 hours accrued/mo to 16.67 hours accrued/mo) for employees with 20 years of service

File Attachments

[2022-Public Works Bargaining Agreement-In negotiations.pdf \(427 KB\)](#)
[2022-Public Works Bargaining Agreement.pdf \(379 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning

these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject : 2.04 AB 22042 - 2022 Salary Ordinance
Update - 2

Meeting : Feb 22, 2022 - Electronic City Council Meeting

Category : 2. Consent Agenda.

Access : Public

Type : Action (Consent)

Public Content

Each year in January the salary ordinance is updated to reflect salary changes approved in the budget.

When Salary Ordinance 22-001 was approved on 1-25-2022, the City was still in negotiations with the Public Employees Union. The bargaining agreement has since been settled and the presented salary ordinance reflects the 3% increase that was agreed upon in bargaining.

File Attachments

[Salary_Ordinance_2_22_2022-redline.pdf \(214 KB\)](#)
[Ord_No_22-002_Salary2_2022-02-22.pdf \(166 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject : 2.05 AB 22043 - January 2022 Check Register and Financials

Meeting : Feb 22, 2022 - Electronic City Council Meeting

Category : 2. Consent Agenda.

Access : Public

Type : Action (Consent)

Preferred Date : Feb 22, 2022

Public Content

A breakdown by checking account is as follows:

Payroll Check Numbers*: 52435-52444

Claims Check Numbers: 79492, 79496-79500, 105954-105983, 106060-106100

Travel Advance Check Numbers*:

*The check numbers were verified to certify that the beginning check numbers were correct and that there are no check numbers missing or not listed on the register.

Missing check 79493-79495, 105984-106059 were issued with 13th month payables in 2021.

Claims/Inter-fund Transfers: \$1,592,576.72

Payroll: \$445,702.15

Total: \$2,038,278.87

File Attachments

[January_2022_Financials.pdf \(1,523 KB\)](#)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	2.06 Excuse Absence of Council Member Williams
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

Subject :	2.07 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.
Meeting :	Feb 22, 2022 - Electronic City Council Meeting

Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve the consent agenda

Consent

Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.

3. Presentations.

Subject :	3.01 AB 22044 - Eagle Scout Project - Flag Drop Box - Joshua Courtney
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	3. Presentations.
Access :	Public
Type :	Discussion, Information

Public Content

Joshua Courtney will present on his Eagle Scout Project, a flag drop box.

File Attachments

[Flag Box 003.jpg \(25 KB\)](#)
[Flag box 004.jpg \(31 KB\)](#)

4. Public Hearings-None.

5. Action Items.

Subject :	5.01 AB 22045 - Sky/Mountain View Water Main Replacement Project Award - Mr. McAndrews
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Feb 22, 2022
Fiscal Impact :	Yes
Dollar Amount :	\$841,978.24

Budgeted : Yes

Budget Source : Budgeted: \$617,000 / Appropriation \$224,978.24 - \$300,000 is available from ARPA Funds that were already allocated to this project. Also there was \$210,000 carried over from 2021 water capital because we did not do this project last year.

Recommended Action : Motion to adopt Resolution No. 22-010 which awards the bid for the Mountain View Waterline project to POW Contracting.

Public Content

Historical Perspective:

This project was bid last year and was not awarded because of the price. We budgeted more money this year and were also awarded Public Works Board loan money.

Information for Consideration:

This project was competitively bid and there were two bidders, POW Contracting and Double J Excavation. The Engineers Estimates were \$606,945.00 for Base Bid + Additive Alternate 1, and \$610,996.00 for Base Bid + Additive Alternate 2. Bids ranged from \$841,978.24 to \$1,146,231.93.

The primary reason that bids came in over the Engineers Estimate is due to higher costs of materials than were expected.

The additive alternate option 1 involves installation of water service pipe via a mostly trenchless method is cheaper and less invasive to property owners. For these reasons we recommend awarding the low bid of \$841,978.24 utilizing Additive Alternate 1.

Because we had concerns about this project coming in over budget we held on to \$200,000 in water capital money previously allocated to the project. \$300,000 in ARPA funds were also allocated. All of that, in addition to the \$617,000 in loans from the Public Works Board (PWB) will more than sufficiently cover the costs.

We have also had phone discussions with the Department of Commerce about increasing the loan amount from the Public Works Board. The conversations have been positive and it seems quite possible that additional loan dollars may be available. If additional loan dollars are provided we would utilize that money before the ARPA or capital money.

File Attachments

[L-MountainViewRecommendation2-9-2022 \(002\).pdf \(1,806 KB\)](#)

[Res_No_22-010_Award_Mt_View_Water_Contract-POW_Construction_2022-02-22.pdf \(149 KB\)](#)

Subject : 5.02 AB 22046 - 2022 Sewer CIPP Project Award - Mr. McAndrews

Meeting : Feb 22, 2022 - Electronic City Council Meeting

Category : 5. Action Items.

Access : Public

Type :	Action
Preferred Date :	Feb 22, 2022
Fiscal Impact :	Yes
Dollar Amount :	\$201,252.62
Budgeted :	Yes
Recommended Action :	Motion to adopt Resolution No. 22-011 which awards the bid for the 2022 Sewer CIPP Project to Iron Horse LLC.

Public Content

Historical Perspective:

Historically the City has utilized Cured-in-Place-Pipe Lining as a trenchless method of repairing and maintaining sewer lines.

Information for Consideration:

Cured-in-Place-Pipe (CIPP) Lining is a trenchless method of repairing and maintaining sewer pipes that is cheaper, quicker, and less invasive than other methods of pipe repair.

The City competitively bid the 2022 Sewer CIPP project for sewer pipes in the vicinity of SW 1st St, SW 10th St, SW Puff Lane, SE 12th St, and SE Broadway Ave. Several of these sewer pipes are not in the roadway. By utilizing CIPP we can prolong the life of the pipes and avoid the need for significantly more costly repairs in the future.

There were four bidders on the project: Iron Horse, Michels, Planning and Engineering Construction, and Insituform. The bids ranged from \$201,252.62 to \$301,880.55 and the Engineers estimate was \$389,823.20.

The Engineers Estimate was much higher than bids because they expected the cost per linear foot to be much higher for 8-inch pipe. JUB checked the bids and stated that nothing stands out indicating an error on the bidder's part.

File Attachments

[2022 Sewer CIPP Cover sheet.pdf \(1,585 KB\)](#)

[L-2022CIPPRecommendation2-10-2022 \(003\).pdf \(1,791 KB\)](#)

[Res_No_22-011_2022_CIPP_Contract_Award-Iron_Horse_LLC_2022-02-22.pdf \(147 KB\)](#)

Subject :	5.03 AB 22047 - Transalta Grant Award Acceptance Resolution - Mr. Rizzitiello
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes

Dollar Amount :	\$202,909.00
Budgeted :	No
Budget Source :	New Transalta Grant for \$202,909
Recommended Action :	Motion to adopt Resolution No. 22-012 which authorizes acceptance of Transalta Grant in amount of \$202,909 for construction of solar array and allows City Administrator to sign grant documents.

Public Content

Historical Perspective:

The City has been pursuing a variety of grants since 2018 to construct a solar array adjacent to the East Side Booster Tanks.

Information for Consideration:

The City was recently awarded a grant from Transalta in the amount of \$202,909 for construction of the solar array.

File Attachments

[City of College Place Grant Agreement.pdf \(200 KB\)](#)

[Res_No_22-012_Transalta_Solar_Array_Grant_Acceptance_2022-02-22.pdf \(198 KB\)](#)

Subject :	5.04 AB 22048 - McKinstry Solar Array at East Side Booster Tank site - Mr. Rizzitiello
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Feb 22, 2022
Fiscal Impact :	Yes
Dollar Amount :	\$508,899.00
Budgeted :	Yes
Budget Source :	Budgeted \$450,000 / Appropriation \$30,990 - \$202,909 Transalta Grant, \$175,000 State of WA Solar Grant, - \$100,000 Pacific Power Blue Sky Grant, \$30,990 City ARPA Redirect since obtained PWTF for Mountainview Project
Recommended Action :	Motion to adopt Resolution No. 22-013 which permits City Administrator to sign contract with McKinstry in amount not to exceed \$508,899 (\$497,909 Solar Array Construction + \$10,990 IGA)

Public Content

Historical Perspective:

City Council authorized the Investment Grade Audit (\$10,990) via Agenda Bill 18173 during its September 11th, 2018 City Council meeting. This project has been included in every adopted Capital Facility Plan since that time but languished due to difficulties obtaining grant funding.

Information for Consideration:

The City has obtained a series of grants that enable this project to become a reality. The City obtained a \$175,000 State of Washington Department of Commerce Solar Grant, \$100,000 Pacific Power Blue Sky Grant, and a \$202,909 Transalta Grant. The solar array will be constructed within the fence surrounding the east side booster water tanks on the southeast corner of Whitman Drive and Maple Avenue. It is estimated that the array will produce 147,060 kWh per year bringing in \$10,316 annually in revenue to the City. McKinstry guarantees the production in the energy savings summary. Dependent upon supply lead time it is estimated that substantial completion would be reached in August 2022. The project entails \$497,909 in construction costs and the \$10,990 IGA cost from the work completed in 2018 but carried forward that enabled this project to obtain grant funding.

File Attachments

[Res_No_22-013_McKinstry_Solar_Array_Construction_Contract_2022-02-22.pdf \(149 KB\)](#)

[City of College Place, WA \(Solar\) - ESPC - Template.pdf \(312 KB\)](#)

[Schedules, Appendices, Exhibits-Vers.1.pdf \(1,224 KB\)](#)

[College Place East Side Booster Solar ESP 8-17-21.pdf \(3,929 KB\)](#)

[College Place, City of - GMAX Summary 7.27.21.pdf \(1,664 KB\)](#)

[Investment Grade Audit Proposal Rev2.pdf \(333 KB\)](#)

Subject :	5.05 AB 22049 - FY 2022 SEEK Grants Acceptance Resolution - Mr. Rizzitiello
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Feb 22, 2022
Fiscal Impact :	Yes
Dollar Amount :	\$216,375.00
Budgeted :	No
Budget Source :	NA
Recommended Action :	Motion to adopt Resolution No. 22-014 which authorizes City Administrator to sign the grant agreement for FY 2022 Summer Experiences & Enrichment for Kids (SEEK) grant for expansion of youth recreation programs in the City of College Place.

Public Content

Historical Perspective:

The City pursued this grant program through the State, Association of Washington Cities, and the Washington Park Recreation Association to fund youth recreation activities in the Summer which is funded by Federal passthrough COVID dollars to the State.

Information for Consideration:

This grant agreement funds the following programs at the following amounts:

- College Place Public Schools intramural summer sports programs: \$134,000
- Campfire: \$50,000
- Sonbridge: Hispanic Youth Leadership Committee and Scholarships for Valley Camps Programs: \$32,375.

File Attachments

[ProjectCostsWorksheet2022_SonBridgeFinal.pdf \(148 KB\)](#)

[College Place Public Schools SEEK Grant Application Narrative.pdf \(51 KB\)](#)

[Kiwanis Park Summer Day Camp.pdf \(154 KB\)](#)

[Please DocuSign 22-19 College Place SEEK Agr \(1\).pdf \(866 KB\)](#)

[Res_No_22-014_Acceptance_of_FY_2022_SEEK_Grant_2022-02-22.pdf \(149 KB\)](#)

Subject :	5.06 AB 22050 - Economic Development Fliers for FY 2022 - Mr. Rizzitiello
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Feb 22, 2022
Fiscal Impact :	No
Recommended Action :	Motion to adopt Resolution No. 22-015 which grants permission for city staff to use economic development fliers for marketing efforts throughout FY 2022.

Public Content

Historical Perspective:

Annually city staff update data and other information pertaining to economic development efforts.

Information for Consideration:

The attached fliers and site information were recommended for approval by the Economic Development, Tourism, and Events Commission during the February 7th, 2022 Economic Development, Tourism, and Events Commission meeting.

File Attachments

[Res_No_22-015_FY_2022_Economic_Development_Fliers_2022-02-22.pdf \(144 KB\)](#)
[EconomicDevelopment_SiteSelection_2022_AvailablePropertiesSummary.pdf \(1.321 KB\)](#)
[EcDev_2022_Data_Downtown_Flier.pdf \(357 KB\)](#)
[EcDev_2022_Data_MeadowbrookandStoneCreek.pdf \(394 KB\)](#)
[EcDev_2022_Data_MyraRdFlier.pdf \(374 KB\)](#)
[EconomicDevelopment_2022_Data_MarketingFlier.pdf \(507 KB\)](#)

Subject :	5.07 AB 22051 - Broadband Collaboration between Cities of College Place and Walla Walla
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Feb 22, 2022
Recommended Action :	Motion to adopt Resolution No. 22-016 which directs interlocal collaboration with City of Walla Walla on Broadband Matters.

Public Content

The College Place and Walla Walla City Councils had a Special Joint Work Session on January 31st, 2022 to discuss broadband issues in the urbanized area of the Greater Walla Walla Valley.

File Attachments

[Res_No_22-016_College_PlaceWalla_Walla_Broadband_Collaboration_2022-02-22.pdf \(133 KB\)](#)

Subject :	5.08 AB 22052 - Wildhorse Foundation Grant Support Resolution - Mr. Rizzitiello
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	Feb 22, 2022
Fiscal Impact :	Yes
Dollar Amount :	\$20,000.00
Budgeted :	No
Budget Source :	Project will occur only if we obtain the Wildhorse Grant

Recommended Action :

Motion to approve Resolution No. 22-017 which supports grant application for \$20,000 to acquire two (2) Security Lines Camera Systems.

Public Content

Historical Perspective:

The Wildhorse Foundation offers a quarterly grant program that covers public safety project activities. This project is featured in the 2022 to 2027 Information Technology Plan which was adopted by the College Place City Council via Ordinance #21-020 during its November 23rd, 2021 City Council meeting.

Information for Consideration:

If successful this grant would be used to acquire two (2) i-4 POD Security Lines camera systems. The City would install them near the intersections of SE Meadowbrook Drive & SE Lamperti Street and NE C Street adjacent to the entrances to Home Depot and Goodwill.

File Attachments

[Res_No_22-017_Wildhorse_Foundation_GrantSecurity_Camera_2022-02-22.pdf \(148 KB\)](#)

[NE C Street.JPG \(126 KB\)](#)

[Meadowbrook Intersection.JPG \(137 KB\)](#)

6. Administrative Reports.

Subject :	6.01 AB 22053 - Meadowbrook Traffic Delineation and Signage at Southern Walmart Entrance - Mr. McAndrews
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Expenditure Required: \$3,400 **Amount Budgeted:** \$20,000

Historical Perspective:

The south entrance to Walmart off Meadowbrook Street has an island designed to restrict northbound traffic on Meadowbrook from turning left across traffic. It is also signed with a do not enter sign and no left turn sign. Regardless, it is not uncommon for traffic to illegally turn left, and there have been several accidents as a result.

Information for Consideration:

The installation of tubular markers is relatively inexpensive, especially if markers previously removed from the 4th St cycle track are re-purposed.

Installing tubular markers will prevent northwest bound traffic on Meadowbrook from turning left across traffic. It will help guide that traffic to continue north to the signalized intersection where they can safely turn left into Walmart's parking lot. By including signage and pavement markings traffic should be sufficiently aware that they cannot make that left turn.

The total cost is estimated to be about \$3,400. However, nearly \$2,000 of that is for the tubular markers, so by utilizing the ones that were previously removed from 4th St it should cost significantly less. The overall 2022 budget currently allocated for traffic control devices is \$20,000.

The Utility and Transportation Advisory Commission (UTAC) voted to support this installation on February 10, 2022.

File Attachments

[Meadowbrook Entrance Tech Memo_12-20-21.pdf \(2,377 KB\)](#)

Subject :	6.02 AB 22054 - Fourth Quarter 2021 Capital Expenses - Mr. Carleton & Ms. Schmick
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Quarterly update on capital expenses.

CFP Total Budgeted Amount \$13,394,149 with 2021 YTD expenses of \$9,664,572. Calculating 72% used.

ER&R Total Budgeted Amount \$902,264 with 2021 YTD expenses of \$507,757. Calculating 56% used.

IT Total Budgeted Amount \$330,603 with 2021 YTD expenses of \$313,723 Calculating 95% used.

File Attachments

[4th Qrt 2021 Capital Projects Update.pdf \(510 KB\)](#)

7. Informational Reports.

Subject :	7.01 CPPD Monthly Report
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	7. Informational Reports.
Access :	Public
Type :	Information

File Attachments

[Incident Activity Report 01 2022.pdf \(3,010 KB\)](#)

[2022 January Stats.pdf \(150 KB\)](#)

[Daily Incident Log 01 2022.pdf \(3,666 KB\)](#)

8. Executive Session-None.

9. Closing Items.

Subject :	9.01 Good of the Order -
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	9. Closing Items.
Access :	Public
Type :	Information

Public Content

Council Member Williams wanted to invite everyone to the annual egg drop on Thursday, 2/24/2022 from noon to 2:00.

University and high school students will be competing starting at noon. Rogers and Davis elementary students will be competing starting around 1:00. Its always great fun. We watch from the lawn between Kretschmar Hall and the University church.

Heres a link to info:[Egg Drop | Walla Walla University](#)

Subject :	9.02 Adjournments
Meeting :	Feb 22, 2022 - Electronic City Council Meeting
Category :	9. Closing Items.
Access :	Public
Type :	Action
Recommended Action :	Motion to adjourn the meeting

Electronic City Council Meeting (Tuesday, February 8, 2022)*Generated by Lisa Neissl on Tuesday, February 8, 2022***1. Opening Items.**Procedural: 1.01 Call To Order**Mayor Hernández called the meeting to order at PM**Procedural: 1.02 Roll Call

PRESENT:

Mayor – Via Web Norma L. Hernández

Council Members – Via Web Paul Jessup, Michael Cleveland, Tito Espinoza Jr., Melodie Williams,
Heather Schermann, Monica BoyleStaff – Via Web Administrator, Mike Rizzitiello; City Attorney, Rea Culwell
Finance Director, Brian Carleton; Public Works Director, Robert
McAndrews; Community Development Director, Jon Rickard;
HR Manager, Shawn Doering; City Clerk, Lisa Neissl;
Deputy City Clerk, Sherri St. Clair

MEMBERS EXCUSED: Loren Peterson,

MEMBERS ABSENT:

Procedural: 1.03 Pledge of AllegianceInformation: 1.04 Public Comment Procedure for Virtual Meetings - Council meetings are primarily structured to permit Council Members to arrive at the decisions necessary to govern the City.

None.

2. Consent Agenda.Action (Consent): 2.01 AB 22022 - Approve Agenda for February 8, 2022Action (Consent), Minutes: 2.02 AB 22023 - Approve Council Minutes from January 25th 2022 MeetingAction (Consent), Minutes: 2.03 AB 22024 - Approve Council Minutes from January 31st Joint Workshop with Walla WallaAction (Consent), Minutes: 2.04 AB 22025 - Approve Council Minutes from February 1, 2022 WorkshopAction (Consent): 2.05 AB 22026 - EMS Contract for 2022 Levy Distribution - Chief WinterAction (Consent): 2.06 AB 22027 - Appointment to Parks, Arbor, and Recreation BoardAction (Consent): 2.07 AB 22028 - 2022 Internal & External Committee AssignmentsAction (Consent): 2.08 AB 22029 - Purchase of 2 New Pickups and Surplus of 2 Existing Trucks - Mr. McAndrews

Recommended Action: Motion to approve the purchase of two 2022 Ram pickup trucks off state bid for a total of \$95,000. Surplus 2006 Chevrolet pickup, VIN # 3GCEC14V16G251705 (Vehicle 209), and 2007 Chevrolet pickup, VIN # 1GCEC14C57Z583601 (Vehicle 303).

~~Action (Moved from Consent): 2.09 AB 22030 - City Administrator Contract Amendment~~Action (Consent): 2.10 AB 22031 - December 2021 Check Register and FinancialsAction (Consent): 2.11 Approve Consent Agenda - Our adopted rules of Parliamentary Procedure, The Standard Code of Parliamentary Procedure, provide for a consent agenda listing several items for approval of the Council by a single motion. Most of the items listed under the consent agenda have gone through previous review either during the budget process, at a workshop, or by subcommittee review and recommendation. Documentation concerning these items has been provided to all Council Members and the public in advance to assure an extensive and thorough review. Items may be removed from the consent agenda at the request of any Council Member.**Council Member Schermann requested that item 2.09 be removed from the consent agenda. The Clerk moved it to the beginning of the action agenda.****Council Member Schermann made a motion to approve the consent agenda as amended. Second by Council Member Cleveland and the motion passed 6-0.****3. Presentations.**

Discussion, Information: 3.01 Proclamation - Black History Month - February 2022

Mayor Hernández read a proclamation declaring February as Black History Month in the City of College Place.

4. Public Hearings-None.**5. Action Items.**Action (Moved from Consent): 2.09 AB 22030 - City Administrator - Contract Amendment -

Ms. Doering and Mayor Hernández presented the proposed amendment to the City Administrator Contract.

Discussion ensued.

Council Member Cleveland made a motion to approve the proposed amendment to the City Administrator Contract. Second by Council Member Williams and the motion passed 6-0.

Action: 5.01 AB 22014 - Welfare Checks Contract -

Ms. Culwell answered questions that were brought up when she presented this proposal at an earlier meeting.

Discussion ensued.

Council Member Espinosa made a motion to approve City Administrator and Chief Tomaras executing the contract for welfare check services with Dr. Todd-Carman Wagner and Carman Wagner Consulting, PLLC and to establish a welfare check services policy. Second by Council Member Williams and the motion passed 6-0.

Action: 5.02 AB 22032 - Permission for Staff To Pursue Tax Increment Financing -

Mr. Rizzitiello reported on a new development tool that was recently approved by the legislature. He explained how implementing a tax increment financing district could help build infrastructure for development in the city. He noted that the first step would be conducting a project analysis study and reviewed the requirements of that study.

Discussion ensued.

Council Member Boyle made a motion to adopt Resolution #22-005 which authorizes staff to conduct a financial assessment study for a potential creation of a tax increment financing (TIF) district for the Stone Creek, Meadowbrook, and Downtown areas of the City. Second by Council Member Schermann and the motion passed 6-0.

Action: 5.03 AB 22033 - Assumption of Private Autumn Meadows HOA Infrastructure Under Petition Method - (It was noted for the record that Council Member Schermann would abstain from discussion and voting on this item as she is a member of this HOA.)

Mr. Rizzitiello reported on the petition of the Autumn Meadows Homeowners Association to have the City assume their private infrastructure and dissolve the HOA.

Discussion ensued.

Council Member Williams made a motion to adopt Resolution #22-006 which is council acceptance of Autumn Meadows Homeowners Association Petition for City to assume infrastructure upon transaction of funds and creation of Local Improvement District to finance the \$200,956 liability. Second by Council Member Boyle and the motion passed 5-0 (Schermann abstain).

Action: 5.04 AB 22034 - Resolution to Support Department of Natural Resources Community Forestry Assistance Grant - Lions & Veterans Park Tree Planting and Irrigation -

Mr. Rizzitiello requested approval to apply for a DNR Community Forestry Assistance Grant to pay for trees and irrigation at both Lions and Veterans Parks.

Council Member Jessup made a motion to approve Resolution No.22-007 in support of State of Washington Department of Natural Resources 2022 Community Forestry Assistance Grant Request Second by Council Member Cleveland and the motion passed 6-0.

Action: 5.05 AB 22035 - Resolution of Support for AARP Community Challenge Grant for lighting at the Pickleball/Basketball Courts at Kiwanis Park -

Mr. Rizzitiello requested approval to apply for an AARP Community Challenge grant to pay for dark sky compliant lighting for the Kiwanis Park pickleball / basketball courts.
Discussion ensued.

Council Member Espinoza made a motion to adopt Resolution No. 22-008 which authorizes and supports a application to AARP for the Community Challenge Grant. Second by Council Member Boyle and the motion passed 6-0.

Action: 5.06 AB 22036 - Acceptance of State Public Works Board - Preconstruction Loan Contract Reservoir #4 -

Mr. Rizzitiello requested authorization to accept a loan from the State Public Works Board to pay for engineering activities for a new reservoir / elevated water tank to service west areas of the city.

Council Member Cleveland made a motion to approve Resolution No. 22-009 which accepts the State Public Works Board Pre-Construction Loan in amount of \$350,000 and authorize City Administrator to sign the loan agreement. Second by Council Member Williams and the motion passed 6-0.

Action: 5.07 AB 22037 - McKeirnan ROW Easement Dedication -

Mr. Rickard requested authorization to accept a right-of-way easement deed for street right-of-way purposes from Michael McKeirnan. He noted this will be a primary access into the Christensen property across from the schools on College Avenue that was annexed into the city last year.

Council Member Williams made a motion to authorize Mayor Hernandez to accept a right of way easement deed for Street right of way purposes from Michael McKeirnan. Second by Council Member Schermann and the motion passed 6-0.

6. Administrative Reports.

Discussion, Information: 6.01 AB 22038 - Technical Response Team Services Agreement -

Ms. Doering reported on the need to have an agreement for confined space entry extraction which is not currently a service provided by our fire department. Staff proposes entering into an agreement with Walla Walla City Fire and Rescue Team who does provide the service.

Discussion ensued and Council provided direction and requested additional review by the City Attorney.

7. Informational Reports-None.

8. Executive Session-None.

9. Closing Items.

Discussion, Information: 9.01 Good of the Order - None.

Action: 9.02 Adjournments

Council Member Williams made a motion to adjourn the meeting at 8:16 PM. Second by Council Member Cleveland and, with no objection, the meeting adjourned.

Approved:

Norma L. Hernández –
Mayor

Attest:

Lisa R. Neissl – City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred February 8, 2022. Further detail may be obtained by reviewing the actual audio recording made during this session.

City of College Place management Counter proposal -2

The City retains the exclusive right to add to, modify and/or delete these proposals as it may deem necessary for settlement.

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AGREEMENT

between

CITY OF COLLEGE PLACE PUBLIC EMPLOYEES

College Place, Washington

and

TEAMSTERS LOCAL UNION NO. 839

Affiliated with
International Brotherhood of Teamsters

Effective January 1, ~~2018~~2022

Through December 31, 20~~24~~24

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ARTICLE 1 RECOGNITION

The City recognizes Teamsters Local Union No. 839, hereinafter referred to as the Union, as the sole collective bargaining agent for all employees working in those classifications listed in Appendix A.

ARTICLE 2

UNION MEMBERSHIP SECURITY AND CHECK-OFF DUES

A. DUES AND FEES. Upon the written authorization of an employee within the bargaining unit, the Employer shall deduct from the payments to the employee the monthly amount of dues or fees as certified by the Secretary-Treasurer of the Union and shall transmit the amounts deducted to the Union by the 15th day of the month. The Union shall indemnify and hold the Employer harmless against any suit instituted against the Employer on account of any dues or fees deductions for the Union except for errors or omissions by the Employer.

An employee may revoke his or her authorization for payroll deduction of payments to the Union by written notice to the Secretary-Treasurer of the Union with a copy to the Employer. Every effort will be made to end the deduction effective on the first payroll, but no later than the second payroll, after the Employer's receipt of the employee's written notice.

B. NEW EMPLOYEES AND ORIENTATION MEETING. Upon employment of a new employee covered by this Agreement, the Employer shall notify the Union, in writing, of the hiring of a new employee. The Union will provide the new employees with the necessary forms regarding dues, initiation fees and voluntary deductions. The City shall allow a Union representative 30 minutes of a newly hired employee's paid working time for purposes of presenting information about the Union and bargaining representation. This shall generally occur within the first two (2) weeks of hiring the new employee, but in no instance later than ninety (90) calendar days. Newly hired employees have the option to attend or not attend Union orientation.

Section A

The City and the Union agree that all eligible non-uniformed employees shall, as a condition of employment, become members and remain in good standing in the Union.

Nothing in this section will interfere with an employee's right under RCW 41.56.122 of the Public Employee's Collective Bargaining Act.

Section B

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~~Any employee who becomes a member of the Union shall remain a member for the duration of the Agreement.~~

Section C

~~The City agrees, if authorized by the employee in writing, to deduct all Union members' monthly Union dues, group insurance premiums, and/or any contributions to a credit union from the employee's paycheck. The Union agrees to defend at its own expense and hold the Employer harmless from any and all claims, demands, lawsuits, order or judgments arising from the administration and effects of this Section.~~

Commented [SD2]: The Teamsters suggest deleting this section

ARTICLE 3

LABOR MANAGEMENT RELATIONS

Section A

All collective bargaining with respect to wages, hours and working conditions shall be conducted by authorized representatives of the Union.

Section B

Agreements reached between the parties to this Agreement shall become effective only when signed by the representatives of the Union, and the Mayor of the City of College Place, State of Washington.

ARTICLE 4

GRIEVANCE PROCEDURE

Scope of the Grievance Procedure - The purpose of this Grievance Procedure is to establish effective machinery for the fair, expeditious, and orderly adjustment of grievances. Only matters involving the interpretation, application, or enforcement of the express terms of this Agreement shall constitute a grievance. Either the Union or the City may process grievances each against the other to allege contract violations and enforce the party's respective rights. Union or City grievances shall enter the procedure at Step 3, and be subject to all applicable time limits, other provisions, and to mediation/arbitration. The requirement for written grievances and responses shall not preclude the aggrieved employee, Union and the appropriate management representative from orally discussing and resolving the grievances

STEPS

Step 1. The aggrieved employee shall discuss the grievance with his/her immediate supervisor within ten (10) days of the date of the occurrence prompting the grievance, or when the employee had or should reasonably have had knowledge of the facts giving rise to the alleged grievance but in no case shall a grievance be presented more than 30 days after the alleged occurrence. The immediate supervisor shall attempt to adjust the matter and shall respond to the employee within five (5) working days.

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Step 2. If the grievance is not resolved at Step 1, the aggrieved employee or representative shall submit a written grievance to the supervisor within five (5) working days following the supervisor's oral response. The written grievance at this step and at all steps thereafter shall contain the following information:

- (a) A general statement of the grievance and the facts upon which it is based;
- (b) The remedy or adjustment sought; and
- (c) The signature of the aggrieved employee.

The supervisor shall respond in writing to this grievance within five (5) working days of its receipt. The written response at this step, and management responses at all steps thereafter, shall contain the following information:

- (a) An affirmation or denial of the facts upon which the grievance is based;
- (b) The remedy or adjustment, if any, to be made; and
- (c) The signature of the appropriate management representative.

Step 3. If the grievance is not resolved at Step 2, the aggrieved employee or representative shall submit the grievance to the Mayor or designee within five (5) working days following the supervisor's written response. The Mayor or designee shall respond in writing to this grievance within fifteen (15) working days of its receipt.

Any and all documents, facts and information which are known to the parties, not presented in the above-referenced steps shall be specifically excluded from presentation during arbitration.

PANEL OF STANDING MEDIATOR/ARBITERS

The parties agree to timely establish a panel of three (3) standing mediator/arbiters to hear and resolve all contract disputes. If the two parties cannot agree on a panel, then a list of eleven (11) names shall be obtained from the Federal Mediation Conciliation Service. The parties shall alternately strike names until three (3) remain. Each person selected shall serve in turn regarding a single grievance dispute. If unavailable, the next listed person will serve. The mediator/arbiters shall thus serve in rotation.

Each party may unilaterally remove a mediator/arbiter at any time as long as there is no dispute pending at the time. Mediator/arbiter panel vacancies shall be filled as in the above paragraph.

The panel member assigned to a grievance shall meet without delay with the parties and the grievant and attempt to mediate/conciliate the dispute. If an agreement is reached, it shall be reduced to writing, shall be signed by each of the above parties, including the grievant, and shall be final and binding.

If, after a concerted effort, a single mediation meeting does not produce a settlement, the mediator/arbiter shall immediately convene an informal arbitration hearing. Witnesses, evidence and exhibits shall be kept to a minimum and the rules of evidence shall not apply.

The mediator/arbiter shall on the same date of the hearing, provide a "bench award" as a binding settlement of the grievance. The parties may, upon mutual agreement, waive the bench award and submit briefs to the arbiter.

The mediator/arbiter shall not have the power to add to, subtract from, or modify the provisions of this Agreement in arriving at a decision of the issue or issues presented; and shall confine his/her decision solely to the interpretation, application, or enforcement of this Agreement. The mediator/arbiter shall confine himself/herself to the precise issue submitted for arbitration, and shall have no authority to determine any other issues not so submitted to him/her. The decision of the mediator/arbiter shall be final and binding upon the aggrieved employee, Union and City.

The City and the Union shall share equally the fees and expenses of the mediator/arbiter.

Either party has the right to have a representative represent them at any step of the grievance procedure.

The following grievance principles shall govern and be controlling in any and all grievances:

1. While a grievant may be "made whole", any punitive award shall be void and unenforceable.
2. Unless agreed otherwise, only one grievance will be heard at a time by an arbiter.

Any time limit contained within this Article may be waived, in a specific grievance, by mutual written consent of both the City and the Union.

ARTICLE 5

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SENIORITY, PROMOTION, LAY-OFFS AND DISCHARGE

Section A

Seniority shall be observed as nearly as possible when vacancies occur.

1. Seniority shall date from first day of continuous employment subject to six (6) month probationary period.
2. The word "seniority" as used in this Agreement means: total length of continuous service with the City, including periods of leave or time laid off as described in Section C of this Article and in Article 8.
3. The word "groups" as used in this Section shall be defined as follows:

a. Group 1: Finance

Accounting Clerks III
Accounting Clerks II
Accounting Clerks I

b. Group 2: Police Records

Records Clerk
Part-time Records Clerk
Special Enforcement Officer

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c. Group 3: Public Works

Public Works Foreman
Water Quality Operators
Water Utility III
Water Utility II
Street Worker III – Applicator
Street Worker II
Parks Worker II
Water Utility I
Street Worker I
Stormwater Worker I
Public Works Inspector

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d. Group 5: Miscellaneous/ER&R

Administrative Assistants I
Fleet Maintenance Managers

Mechanic I

Mechanic II

Stormwater Engineering Tech

Deputy City Clerk/Events Coordinator

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Seniority within groups shall prevail in cases of reductions in force, recall, rehiring after layoffs, and transfers. The last employee hired within any group selected for layoff shall be the first (1st) employee laid off and the last employee laid off within the group selected for recall shall be the first (1st) employee rehired, except that the order of layoff in each group shall be: 1) temporary employees, excluding work study and interns (who in no case shall replace bargaining unit employees), 2) probationary employees, and 3) full-time employees. Similarly, full-time employees shall be recalled to work prior to probationary or temporary employees.

The affected employee(s) and the Union will be provided with fourteen (14) calendar days advance notice, in writing, of the City intent to layoff. Upon notice of layoff the affected employee(s), who meet the qualifications as determined by the City, will have the opportunity to move into other open positions within their group, positions open as determined by the City, prior to such positions being filled by outside candidates. No cross-group bumping shall be permitted, unless a senior employee facing layoff has previously held a regular position in another group (and has demonstrated acceptable performance) that is currently held by a junior employee, in which case the senior employee facing layoff shall be granted the option of displacing said junior employee in the other group.

If there is any question of any senior employee being capable to perform the work available in the case of layoff and recall, the Union may require the City to show just cause for not recalling or laying off such senior employee. Disputes regarding this provision shall be resolved pursuant to the provisions of Article 4.

Section B

1. Any promotion or change in job classification shall be considered temporary for a period of thirty (30) calendar days from the date of promotion or change. Within a thirty (30) day period, if the employee should decide he/she does not want the job or should the supervisor or the foreman decide the employee is unsuited for the job, he/she shall revert to his/her former classification without prejudice.

2. Available positions shall be publicized for a seven (7) day period by announcements posted on public and shop bulletin boards and by such other means as the Employer may deem necessary. Announcements shall specify the title, rate of pay, duties to be performed, required qualifications, time and manner of making application, and other pertinent information related to the available position. Outside publication of announcements may occur at the same time such announcements are posted in house.
3. All regular employees in other job classifications covered by this Agreement shall be eligible to bid on the vacancy by submitting a written application for the position. The City will give first consideration to qualified employees in other job classifications covered by this Agreement. If the position is filled by a bargaining unit member, the most senior employee of the bargaining unit shall be given first consideration if the qualifications of all applicants are equal as determined by the city. Any dispute over qualifications shall be subject to the grievance procedure contained herein.

Section C

An employee shall lose all seniority, forfeit all rights and the City shall have no obligation to rehire or retain said employee under the following conditions:

1. The employee voluntarily leaves the service of the City, or
2. The employee is discharged for just cause or separated from employment, or
3. The employee is discharged during the probationary period, or
4. The employee is laid off for a period in excess of twelve (12) consecutive months.

In case of a dismissal or demotion of any employee, excluding probationary employees, he/she shall have the right to appeal within the procedures outlined in Article 4 of this Agreement.

ARTICLE 6 PAID HOLIDAYS

Section A

Holidays that are paid at regular pay with the actual day off work shall be:

- | | |
|--------------------|---------------------------|
| 1. New Year's Day | 2. Martin Luther King Day |
| 3. President's Day | 4. Memorial Day |

- | | |
|-------------------------------|----------------------------|
| 5. Independence Day | 6. Labor Day |
| 7. Veterans Day | 8. Thanksgiving Day |
| 9. Day after Thanksgiving Day | 10. Half-day Christmas Eve |
| 11. Christmas Day | 12. Day after Christmas |

13. Juneteenth

Section B

Should any employee work on any of these days, he/she shall be paid, in addition to his/her regular pay, time and one-half (1 1/2) for all hours worked on that day. An employee called out on that holiday shall receive a minimum of 2 hours pay at the Holiday rate.

Section C

If a designated Holiday falls on Saturday, the Friday before will be observed as the holiday. Should the designated holiday fall on Sunday, then the following Monday shall be observed as the holiday.

ARTICLE 7 VACATIONS

Vacation time credit is accrued during the evaluation period, but the employee cannot use this time prior to the first six months of complete employment. If terminated prior to the completion of the first six months of employment, no vacation credit is accrued. The payroll clerk will advise each employee of vacation credit based on his/her beginning date. All employees must request their preferred vacation time at least two weeks prior to the date chosen.

Temporary employees earn no vacation credit. Regular full-time employees earn vacation as follows:

Years 1 through 5 = 8.00 hours per month (12 days per year)
Years 6 through 10 = 10.00 hours per month (15 days per year)
Years 11 through ~~2045~~ = 13.33 hours per month (20 days per year)
Years 20 and above = 16.67 hours per month

Vacation requests will be prioritized first by date of submittal and second, by seniority with the City.

Beginning date of employment is used to determine vacation eligibility.

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A minimum of six (6) months of continuous employment is necessary for an employee to accrue vacation eligibility. If an employee has been absent for 30 days or longer for any reason other than military service or approved leave of absence, one must complete the required six (6) months continuous employment to be eligible again for compensated vacation.

Employees are expected to utilize all their annual vacation each year. Vacation credits will not be allowed to exceed 240 hours without the written permission of the City Administrator.

Vacation credit does not accrue during a leave of absence.

Vacation pay in lieu of vacation is never granted since this would defeat the purpose of the vacation benefit.

Upon terminating employment for any reason, or for layoff, earned vacation time will be paid.

ARTICLE 8 LEAVES OF ABSENCE

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Section A - Sick Leave

Sick leave with full compensation is accrued at the rate of one day (8 hours) for each full month of employment. Sick leave is granted for illness of the employee and/or his/her child or death of an immediate member of the employee's family (husband, wife, children, father, mother, brother, sister, grandparent, mother-in-law, father-in-law, step-children of the employee). Sick leave shall not be abused. Sick leave abuse may result in discipline set forth in Article XIII. New employees start with a bank of 48 hours sick leave. After the ~~six months~~six-month probationary period, sick leave will accrue at the above rate. All sick leave benefits will cease with the termination of employment with the City. If unable to report to work because of illness, an employee shall strive to notify his/her Department Head at least 2 hours before his/her start of duty time.

Cash out of sick leave shall be permitted under the following conditions:

Forty (40) hours of sick leave cash out shall be permitted as long as there are a minimum of ninety-six (96) hours of sick leave remaining on the books after the ~~forty hour~~forty-hour cash out. Cash out must be initiated between November 1 and November 30 of each calendar year.

The City, at its discretion, may require a doctor's certificate be furnished certifying the necessity for sick leave and always after 3 consecutive workdays of absences unless waiver on a case by case basis by the supervisor is provided.

The City will reasonably accommodate an injured employee by allowing him or her to return to light duty whenever such is appropriate and available and determined by physicians statement with proposed length of time and subject to approval of the supervisor and Mayor.

Sick Leave Donation

1. Purpose: This policy establishes the procedures for employees to voluntarily transfer sick leave to the City's Sick Leave Bank for use by eligible employees who face an extended serious illness or injury, and have no accumulated leave. This policy does not supersede or replace any existing benefit program, nor does it affect an individual's employment status with the City. All hours cited below are for full time regular employees. (Part time regular employees shall be able to receive or donate an amount proportionate to their percentage of full time employment.)
2. Donations: All regular employees who are eligible to receive sick leave benefits may donate sick leave hours if a balance of 96 remains after donation. All donations must be in writing on the attached Sick Leave Donation Form. Donations shall be made in increments of eight (8) hours. A maximum of forty (40) hours may be donated by any one employee in a single fiscal year. Once a donation is made it may not be withdrawn.
3. Eligibility to receive: To be eligible to receive hours from the Sick Leave Bank, an employee must meet the following conditions:
 - a. The employee must have exhausted all paid sick leave, vacation leave and compensatory time.
 - b. The employee must have an approved medical leave of absence for a period of at least two hundred forty (240) hours. (Accumulative)
 - c. The employee must have a serious health condition as defined in the Family Medical Leave Act (FMLA). The employee must provide a statement from a physician describing the nature of the illness or injury, and the estimated period of incapacitation.
 - d. The employee must request in writing use of donated sick leave hours by submitting to the Finance Department the **attached** Sick Leave Bank Use Form. If an employee is unable to complete the form due to his/her illness or injury, another employee may prepare the form. However, the employee, next of kin, or a person holding power of attorney authorized to sign on his/her behalf, must sign the form.
4. Administration: The office of Human Resources shall administer the Sick Leave Bank. All solicitations for donations shall be made through the office of Human Resources. The City Administrator shall hear all appeals, and may waive program guidelines in cases of extraordinary circumstances. Approved use of Sick Leave Bank shall be effective the first day following approval. The office of Human Resources shall:
 - a. Accept donation forms and maintain records of transactions;
 - b. Evaluate and approve each request based on eligibility requirements;

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- c. Advertise and solicit donations, as required;
- d. Adjust pertinent sick leave balances;
- e. Ensure all medical information is kept confidential, and
- f. Forward all appeals to the City Administrator.

5. Exclusions: An employee is not eligible to use Sick Leave Bank if one of the following conditions applies, despite meeting the eligibility requirements in paragraph 3, above.

- a. Illness or injury which is job related and/or self-inflicted;
- b. Elective surgery- Appeal process (subject to)
- c. Normal pregnancy;
- d. Accidents resulting from illegal use of drugs or alcohol;
- e. Accidents resulting from illegal acts; and
- f. Employment is terminated.

6. An employee shall lose access to the Sick Leave Bank:

- a. During disciplinary suspension;
- b. If disciplined for misuse of sick leave, or (in tailing 24 months)
- c. If disciplined for fraud or misrepresentation in requesting use of the Sick Leave Bank.

Section B - ~~Worker's Compensation~~State Industrial

Any employee who is eligible for ~~State Industrial Compensation~~ for time off because of an on-the-job injury shall be paid compensatory time or sick leave in the amount of the difference between his/her regular pay and that paid by ~~State Industrial~~Worker's Compensation. Pay options will be reviewed with employees by the City Finance Director or City Administrator prior to utilizing available benefits.

Example: Regular monthly salary	633.00
Received from State Industrial <u>Worker's Comp</u>	<u>516.12</u>
Difference paid by City	116.88

\$116.88 divided by daily rate of pay, \$29.22, equals equivalent of four days paid by City. Four days leave is used.

Section C - Bereavement Leave

Employees shall be entitled to three (3) bereavement leave days with pay per calendar year, non-proliferating, in the event of a death in the immediate family. An additional two (2) days of sick leave may be taken if out of town travel is required in excess of 250 miles each way, for attendance at the funeral or memorial service. Immediate family shall be defined as follows: spouse, children or step children, the parents, mother-in-law, father-in-law, brother, sister, grandparent, grandchildren, brother-in-law, sister-in-law, and grandparents of spouse.

Section D - General Leave

A regular full-time or a regular part-time employee having completed two years of continuous employment with the City, becomes eligible for a leave of absence (minimum one month and up to a maximum three months' time) from his/her job without pay or accrued benefits subject to approval by the Department Head/Mayor or designee.

An employee is considered as having no break in continuity of his/her service record. Request for a leave of absence must be submitted and approved by the Department Head/Mayor or designee at least two weeks in advance. Such requests will not be granted June 1 to September 1 or any heavy workload time.

Section E - Educational Leave

A leave of absence may be granted for educational purposes if the course is for job improvement and is job related. Advance approval by the Department Head/Mayor or designee is required.

Section F - Administrative Leave

The Mayor or designee may grant an employee administrative leave to perform civic or other type duties that are a benefit to the City.

Section G - Military Leave

Military duty is an act of citizenship and one which employees should not shirk. If an employee is fulfilling his/her yearly reserve duty or is deployed for 6 months or less, the employer will pay the difference between the pay received for military service and that of the employee's salary with the City. It is required that Military earnings be presented to the payroll clerk.

Military leave will be granted in accordance and compliance with State and Federal Regulations.

If an employee is a member of the National Guard or a Reserve Unit, upon presentation of written orders, the employee will be granted sufficient time off to comply with the orders. This time will not be charged against leave balances.

Section H - Jury Duty

Jury duty is an obligation of citizenship and one which public employees should not shirk. If an employee is called for jury duty, he or she should contact their Department Head immediately. If the employee does serve, the amount of money received for jury duty will be

deducted from the employee's City salary for the period of service. It is required that jury duty earnings records be presented to the payroll clerk with the time card. Employees released by 12 PM shall contact the Department Head to determine whether or not they need to report to the work site.

Section I. -- Medical FMLA/PFML

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Family leave will be granted in accordance with federal and state statute.

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Medical leaves of absence may be granted to employees who are recovering from illness or injury and in accordance with State and Federal Laws. A medical leave of absence may require a doctor's certification. Before utilizing a medical leave an employee may use all accrued sick leave and vacation leave. A written request for medical leave must be made indicating the nature of the need for the leave and the approximate length.

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A medical leave of absence may be extended, upon written request, when accompanied by an explanation from the employee's doctor of the need for an extension period.

Employees returning from a medical leave of absence must provide a doctor's written certification of their ability to return to work. Employees returning from medical leaves are entitled to return to the same position or a similar position of like pay and status if the leave of absence is only for the actual period of disability.

Section J. -Authority

Sections E and F shall be exclusive authority matters of the City, and shall not be subject to grievance or arbitration. (ARTICLE 4).

ARTICLE 9 MEDICAL AND MISCELLANEOUS

Section A- Insurance

The City agrees to provide a full maintenance of benefits for employees, their spouses and dependents for medical, dental and vision (including 2nd glasses option) insurance plans for the length of this agreement. Effective January 1, ~~2018~~2022, and for the life of this Agreement, the bargaining unit will be covered by the AWC HealthFirst 250 Plan, the AWC Dental Plan D and Vision Plan B.

Employee Cost Sharing

Employee and spouse **OR** employee and dependents (no spouse)

~~2018 — \$145.00 per month~~

~~2019 — \$145.00 per month~~

~~2020 — \$145.00 per month~~

~~2021-2022~~ - \$145.00 per month

Employee, spouse, and dependent(s)

~~2018 — \$170.00 per month (Beginning March 1, 2018)~~

~~2019 — \$195.00 per month~~

~~2020 — \$220.00 per month~~

~~2021-2022~~ - \$245.00 per month

For 2023 and 2024 the City agrees to pick up the first 6% of any premium increases. Premium increases in excess of 6% will be cost shared by the City and Employees on a 50%-50% basis.

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Insurance will be open for negotiations for 2024.

The Union agrees that during the life of this agreement they will not request any additional benefits and the City agrees that the benefits provided by the above-referenced medical, dental, and vision plans will not be reduced during the life of this Agreement, except to the degree plan benefits are changed by AWC outside of the control of the City. This provision shall not prohibit the City and the Union from reaching a mutual written agreement to change the benefit structure or plan design of the medical, dental and vision coverage applicable to bargaining unit employees. ~~No changes in the benefit structure or plan design will be effective in the absence of such written agreement.~~

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~~In consideration of full insurance coverage for employees, their spouses and their dependents bargaining unit members shall have the monthly premium noted above deducted from their monthly payroll through 2021. The contract may be opened by either side for 2019, 2020, and 2021, on the sole issue of insurance matters related to any State or Federal Health Care legislation.~~

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Section B - Term Life Insurance

The City agrees to pay the premium for term life insurance for each covered employee in the amount of fifty thousand dollars (\$50,000).

Section C - Death

Upon death of an employee, survived by a spouse or designated beneficiary, such spouse and/or beneficiary shall be deemed to be the assignee of any unpaid wages and warrants and payment of such sum shall be drawn and paid at the next pay period to the assignee forthwith.

Section D- Safety Equipment

The City will furnish safety glasses, gloves, boots and coveralls when requested and if needed, as determined by the City, without cost to the employee. Replacement will be by the employee if lost, abused or due to unauthorized use.

UNIFORMS FOR PUBLIC WORKS AND SEWER STAFF

The City will reimburse bargaining unit employees, excluding City Shop/Mechanic employees, in the public works ~~and sewer~~ departments for up to ~~\$100.00~~200.00 per year for the purchase of pants and shirts. So that employees do not have to pay income tax on the reimbursement the receipts would have to be provided before reimbursement can occur. In order to avoid potential tracking difficulties each employee shall submit one reimbursement request (up to ~~\$100.00~~200.00 per year).

The City will only provide cleaning services for those clothes with contaminants, i.e. Wastewater spills, etc., as determined by the City.

ARTICLE 10 WORKING CONDITIONS

Section A

The workweek shall be forty (40) hours and in accordance with Federal Work Hours and Safety Standards Act and other Department of Labor Standards.

On a department by department basis, subject to the approval of the City, employees will have the option for a work schedule of (4) four ten hour shifts.

Section B

When applicable, the employee shall travel to and from the day's work location on transportation furnished by the City from regular assigned headquarters.

All employees required to travel will be reimbursed in accordance with FLSA.

Section C

All work in excess of forty (40) hours a week shall be paid at the rate of one and one-half (1 1/2) the regular rate. Compensatory time may be taken in lieu of, at the rate of one and one-half (1 1/2) hours for each hour worked in excess of forty (40) hours a week.

1. Employees may accrue up to 60 hours; however, compensatory time must be utilized within the calendar year. Compensatory time not utilized within the calendar year shall be paid at the accrued rate.
2. Compensatory time may not be taken contiguous to annual/vacation leave, holidays or sick leave without approval of the Department Head, Mayor or designee.
3. Employees must have approval of immediate supervisor to take compensatory time off and give 48 hours' notice to request time off.
4. Management shall have the right to determine if an employee shall be compensated by payment of overtime or mutually agreed upon compensatory time not to exceed the established cap.
5. Compensatory time shall be administered in accordance with the FLSA as amended.

The City has the right to schedule overtime work consistent with the City's obligations to the public. Though employees may not refuse assigned overtime, voluntary arrangements will be used to the extent practical. The City will endeavor to give ample advance notice of overtime assignments and shall strive to distribute overtime equitably among those qualified to perform the work.

Overtime shall be earned and paid in fifteen (15) minute increments with any portion rounded to the nearest quarter (1/4) hour. There shall be no pyramiding of overtime and compensation will not be paid (or compensatory time approved) more than once for the same hours worked.

Section D

Supervisory personnel shall, as far as practical, divide scheduled overtime equally among regular full-time employees within the affected group. Approval to work overtime is made by the employee's immediate supervisor or department head.

Section E

Employees shall not at any time use any City equipment or property for personal use nor will equipment be taken from City premises except for official City use.

Section F

1. Paydays: Employees will be paid monthly. Effective as of January 1, 2013, all employees will be paid through direct deposit; paper checks will no longer be issued. An employee may request a mid-month draw for up to approximately one-half (1/2) of the normal monthly pay. Any payment for overtime work shall be included in the monthly pay not in the mid-month draw. Payday for each month shall be designated as the third (3rd) working day of the following month with the mid-month draw on the fifteenth (15th) day of the month. If the fifteenth (15th) falls on a weekend or holiday, the mid-month draw check shall be ready for each employee on the preceding business day. Any errors in an employee's pay shall be corrected on the next monthly pay check provided two (2) working days' notice is given to the Employer's Treasurer. Any error in an employee's paycheck, due to the Employer's error, shall be corrected no later than five (5) working days (of the Treasurer) after notice has been given to the Employer's treasurer.
2. The Employer shall furnish each employee with an itemized statement of earnings and deductions, specifying the wage rate, hours paid, and other compensation payable, as well as any and all deductions from gross wages for the pay periods.
3. Upon termination of employment for any reason, all regular employees shall receive all monies due, including accrued and unused annual leave compensation, overtime, for which pay has been authorized, accrued and unpaid wages, and holiday pay. In the case of the death of an employee, such compensation shall be made to the beneficiary of the deceased.

Section G

All employees shall receive two (2) fifteen (15) minute break periods during each shift, one (1) in the first half and one (1) in the second half of the working day. Break times may be altered, but not eliminated by his/her immediate supervisor, but must be one in each half of the day.

Section H

The City will use its best effort to provide opportunities for employees to receive training. Reimbursement of tuition and book fees shall be granted for approved course work towards an approved specific job related course of study given through any accredited college or university. Conditions for tuition and book reimbursement shall be:

- A. Employees must be a full time employee in order to be eligible for tuition and book reimbursement.
- B. Prior approval of the course work must be obtained from the Mayor/designee.
- C. Employee must complete course work with a passing grade of C or better; and
- D. Employees receiving tuition reimbursement agree to continue employment with the City of College Place for a period of not less than one (1) year, calculated from date of reimbursement. Employees who fail to meet this requirement shall have deducted from their pay an amount equal to said tuition reimbursement.

Section I

When an employee is assigned duties of a higher classification for a period of 30 consecutive working days, he or she shall be paid the appropriate salary of that higher classification starting on the 31st day.

Section J - Temporary Employees

A temporary employee is one who has been appointed by the City to a temporary position with the City. Such an employee may work on a part-time or full-time seasonal basis as prescribed by the City.

Such temporary employee(s) shall not be used to displace regular part-time or regular full-time employees and, furthermore, temporary employees shall not be used as a subterfuge by the City to avoid the hiring of regular part-time or full-time employees. In no event shall a temporary employee be employed for longer than five (5) consecutive months unless extended for a longer period by mutual agreement of the City and the Union. A temporary employee is not a member of the bargaining unit and is not entitled to any of the benefits covered by this Agreement.

Section K - Substance Abuse Policy

~~Substance Abuse Policy~~ - See Attached

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Section L - Emergency Callout

When it is necessary to direct employees to report for emergency overtime work, the minimum payment for each call-out is two (2) hours pay at one and one-half (1 1/2) times the employee's regular hourly rates of pay.

Section M - Standby

Employees who are placed on standby status and given a cellular phone to carry shall be compensated at the rate of fifteen dollars (\$15.00) per day. Such employees shall be called first in the event they are needed. If the standby employee cannot or does not respond to the call the next employee on the call out list shall be contacted and so on. Any employee on standby shall have the duty to find another employee to take their standby should they wish to leave the paging area, but in no instance shall discipline be imposed for an employee on standby declining to take a call unless said employee refuses to handle a call.

~~In documented cases of intentional abuse of standby privileges, the penalty incurred shall be exclusion from standby privileges for a period of time not to exceed six (6) months.~~

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ARTICLE 11 NEGOTIATIONS AND LENGTH OF AGREEMENT

This Agreement shall be in full force and effect from January 1, ~~2018~~2022, to December 31, 2024. The parties shall commence negotiations no later than June 1, 2024, for a successor Agreement. If negotiations do not result in an agreement within 60 days from the date of the commencement of bargaining, then a mediator from the Public Employment Relations Commission may be requested.

ARTICLE 12 MANAGEMENT RIGHTS

Section A

The Union recognizes the prerogative of the City to operate and manage the affairs of the City in accordance with the responsibilities and powers of authority, PROVIDED: however, that nothing contained herein shall derogate from the right afforded to employees under this contract, or by applicable State or Federal statute.

Section B

The exercise of any management right not specifically modified by this Agreement or the Personnel Policy or the failure to exercise any such right does not prevent management from exercising that right in a different manner in the future.

EXAMPLES: Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the City shall include the following:

1. To direct and supervise all operation, functions and policies of all departments in which the employees in the bargaining unit are employed.

2. To implement new, and to revise or discard wholly or in part old methods, procedures, materials, equipment, facilities, and standards.
3. Control departmental and City budgets.
4. The City has the right to schedule work as required in a manner most advantageous to the department and consistent with the requirements of municipal employment and the public safety and the criteria of the contract.
5. To designate and to assign all work duties.
6. To introduce new duties and to revise job classifications and duties with the unit.
7. To determine the need for and qualifications of new employees, transfers and promotions.
8. To discipline, suspend, demote or discharge any employee for just cause.
9. Take whatever actions are necessary in emergencies in order to assure the proper functions of the department and the City.

Section C

Both parties specifically waive their right to require the other side to reopen this agreement during its term, except as modified by specific re-opener language or by specific contractual provision.

ARTICLE 13 DISCIPLINE/DISCHARGE

The City has the right to discipline or discharge an employee for just cause. The City will strive to adhere to the principles of progressive discipline. The City may discipline or discharge employees based upon the following examples of misconduct, but is not limited thereto:

1. Violations of work rules, regulations and amendments thereto;
2. Neglect of duty;
3. Insubordination;
4. Malfeasance or misfeasance;

5. Gross misconduct;
6. Unauthorized use of material or equipment;
7. Abuse of sick leave;
8. Falsification of reports, records, or other documentation;
9. Drinking of intoxicants or use of drugs while on duty or coming to work while under the influence of intoxicants and/or drugs;
10. Recklessness;
11. Theft;
12. Negligent and/or willful damage of City property;
13. Failure to report to work at the end of an approved leave of absence period or using a leave of absence for reasons other than those for which it was originally granted;
14. Failure to report to work after cancellation of leave of absence.

Progressive discipline will be dependent on the severity of the infraction, and the City is not required to adhere strictly to the order or system set forth below:

1. Verbal Reprimand.
2. Written Reprimand.
3. Suspension without Pay.
4. Discharge.

All steps in progressive discipline shall be conducted formally, in a private meeting with the employee having a right to representation and the Union will be provided copies of all disciplinary actions.

Employees will be entitled to a pre-termination hearing, with the right to representation, to present evidence, arguments, and witnesses in their defense.

The City will strive to investigate and administer disciplinary actions in a timely manner.

Disciplinary records will, after two (2) calendar years from the date of the incident, and upon the employee's written request, be returned to the employee, unless in the intervening period related infractions have occurred in which case the timeframe as specified above starts over from the date of the most recent related infraction.

FOR EMPLOYEES REQUIRED TO DRIVE

The parties agree that the ability of an employee to drive is part of the minimum qualifications required for employment under this contract, depending on the stated minimum qualifications for the position. If any employee, whose duties include the operation of a motor vehicle, receives a suspension of his/her driving privileges, he/she shall immediately try to obtain a permit to drive for work purposes.

Any employee who has his/her right to drive for work purposes suspended for ninety (90) days or less, may be subject to suspension without pay until work driving privileges are reinstated, or job reassignment. Any employee who has his/her right to drive for work suspended for more than ninety (90) days or whose privileges to drive are permanently revoked, may be subject to disciplinary action, up to and including discharge from employment, upon just cause.

ARTICLE 14 CONTRACTING OUT

The City shall have the right to contract out for services when it deems such to be in the best interest of the City. The City shall give all affected employees one hundred-twenty (120) calendar days written notice of said contracting or pay in lieu of.

Contracting out work for the city shall be exclusive authority matter and shall not be subject to grievance or arbitration. City agrees to bargain the impact of this clause on any employee.

ARTICLE 15 STRIKES AND LOCKOUTS

Section 1

The Union agrees that no employee shall, during the term of this Agreement:

- A. Strike.
- B. Participate in a work slowdown and/or stoppage.
- C. Refuse to perform assigned duties.
- D. Honor an existing picket line.

The Union further agrees that if any of the above mentioned acts occur, it will order its members to comply with the contract.

Section 2

The Employer agrees that there shall be no lockouts, during the term of this Agreement.

Section 3

Employees in violation of Section 1 shall be subject to disciplinary action, up to and including termination.

ARTICLE 16 SALARIES AND WAGES

See Appendix "A"

1-1-2022 – 3%

7-1-2022 - .5%

Effective 1-1-2023 and 1-1-2024 wages to be increased by 100% of the US All Cities CPI-W, Aug-Aug, index with a minimum of 2% and a maximum of 4%.

~~1-1-2018 – \$101.00/month ATB increase (.58 Cents/hour)~~

~~1-1-2019 – \$104.00/month ATB increase (.60 Cents/hour)~~

~~1-1-2020 – \$106.00/month ATB increase (.61 Cents/hour)~~

~~1-1-2021 – \$109.00/month ATB increase (.63 Cents/hour)~~

Education Incentive

Bargaining unit members shall receive twenty-five dollars (\$25.00) per month for an "AA" degree; and fifty dollars (\$50.00) per month for a "BA" degree if such BA degree is reasonably related to the primary position duties of the employee as determined by the City. If the BA is not reasonably related, then the "BA" will be paid at the "AA" rate. The school used to obtain the degree shall be recognized and accepted by the City of College Place.

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ARTICLE 17 DEFINITION OF EMPLOYEES

1. Regular Part-Time Employees: A regular part-time employee shall be defined as any employee who is hired to work a regular schedule of more than twenty four (24)

hours, but less than forty (40) hours per week, with a reasonable expectation of employment for six (6) or more months.

2. Regular Full-Time Employees: A regular full-time employee shall be defined as any employee who fills a position which is regularly scheduled to work forty (40) hours per week.
- 3.

ARTICLE 18 SUBORDINATION OF AGREEMENT

It is understood that the parties hereto and the employees of the City are governed by the provisions of applicable federal and state law. When any provision thereof are in conflict with or are different from the provisions of this Agreement, the provisions of said federal law or state law are paramount and shall prevail.

ARTICLE 19 ENTIRE AGREEMENT

The Agreement expressed herein in writing constitutes the entire agreement between the parties and no oral statement shall add to or supersede any of its provisions.

The parties acknowledge that each has had the unlimited right and opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right are set forth in this Agreement. Therefore, except as otherwise provided in this Agreement, the City and the Union for the duration of this Agreement, each voluntarily and unqualifiedly, agree to waive the right to oblige the other party to bargain with respect to any subject or matter whether or not specifically referred to or covered in this Agreement.

ARTICLE 20 SAVINGS CLAUSE

Should any part hereof or any provision herein be rendered or declared invalid by reason of any existing or subsequent legislation or by decree of a Court of competent jurisdiction, such invalidation of such part of this Agreement shall not invalidate the remaining portion thereof and they shall remain in full force and effect. Both parties agree to immediately return to the table to resolve those issues declared invalid by legislation or law.

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SIGNED AND DATED THIS _____ DAY OF _____, 2022~~18~~

CITY OF COLLEGE PLACE

TEAMSTERS LOCAL UNION NO. 839

Marge Nyhagen Norma Hernández
Mayor Pro Tem

Russell Shjerven
Secretary-Treasurer

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Notary Statement:

STATE OF WASHINGTON)
) ss.
County of _____)

I certify that I know or have satisfactory evidence that Norma Hernández Marge Nyhagen, Mayor Pro Tem, is the person who appeared before me and said person acknowledged that he signed this bargaining agreement, and acknowledged it to be his free and voluntary act for uses and purposes mentioned in this instrument.

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DATED this _____ day of _____, 2022~~18~~

NOTARY PUBLIC in and for the State of
Washington, residing at: _____
My Commission Expires: _____

Notary Statement:

STATE OF WASHINGTON)
) ss.
County of _____)

I certify that I know or have satisfactory evidence that Russell Shjerven, is the person who appeared before me and said person acknowledged that he signed this bargaining agreement, and acknowledged it to be his free and voluntary act for uses and purposes mentioned in this instrument.

DATED this _____ day of _____, 20~~22~~¹⁸

NOTARY PUBLIC in and for the State of
Washington, residing at: _____
My Commission Expires: _____

APPENDIX "A"

AGREEMENT BETWEEN
CITY OF COLLEGE PLACE & TEAMSTERS LOCAL UNION NO. 839
EFFECTIVE January 1, 20~~22~~¹⁸

The monthly wages for classifications covered by this Agreement shall be:

<u>Range</u>	<u>Class</u>	<u>Steps</u>				
		1	2	3	4	5
21	Public Works Foreman	4,448	4,578	4,712	4,851	4,993
21	Fleet Maintenance Manager	4,197	4,320	4,446	4,577	4,711
19	Water Quality Operator	4,197	4,320	4,446	4,577	4,711
19	Accounting Clerk III	3,741	3,851	3,963	4,079	4,198
16	Water Utility II	3,741	3,851	3,963	4,079	4,198
16	Street Worker III - Applicator	3,741	3,851	3,963	4,079	4,198
15	Street Worker II	3,432	3,532	3,635	3,741	3,851
15	Parks Worker II	3,432	3,532	3,635	3,741	3,851
12	Water Utility I	3,335	3,432	3,532	3,635	3,741
12	Accounting Clerk II	3,335	3,432	3,532	3,635	3,741
10	Records Clerk	3,335	3,432	3,532	3,635	3,741
12	Administrative Assistant I	3,335	3,432	3,532	3,635	3,741
11	Street Worker I	3,242	3,336	3,433	3,533	3,636
11	Accounting Clerk I	2,975	3,062	3,151	3,243	3,336

11	Public Works Foreman	4,448	4,578	4,712	4,851	4,993
7	Fleet Maintenance Manager	4,197	4,320	4,446	4,577	4,711

COLA:

1-1-2018 - \$101.00/month ATB increase (.58 Cents/hour)

1-1-2019 - \$104.00/month ATB increase (.60 Cents/hour)

1-1-2020 - \$106.00/month ATB increase (.61 Cents/hour)

1-1-2021 - \$109.00/month ATB increase (.63 Cents/hour)

AGREEMENT

between

CITY OF COLLEGE PLACE PUBLIC EMPLOYEES

College Place, Washington

and

TEAMSTERS LOCAL UNION NO. 839

Affiliated with
International Brotherhood of Teamsters

Effective January 1, 2022
Through December 31, 2024

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ARTICLE 1 RECOGNITION

The City recognizes Teamsters Local Union No. 839, hereinafter referred to as the Union, as the sole collective bargaining agent for all employees working in those classifications listed in Appendix A.

ARTICLE 2 UNION SECURITY AND CHECK-OFF DUES

- A. **DUES AND FEES.** Upon the written authorization of an employee within the bargaining unit, the Employer shall deduct from the payments to the employee the monthly amount of dues or fees as certified by the Secretary-Treasurer of the Union and shall transmit the amounts deducted to the Union by the 15th day of the month. The Union shall indemnify and hold the Employer harmless against any suit instituted against the Employer on account of any dues or fees deductions for the Union except for errors or omissions by the Employer.

An employee may revoke his or her authorization for payroll deduction of payments to the Union by written notice to the Secretary-Treasurer of the Union with a copy to the Employer. Every effort will be made to end the deduction effective on the first payroll, but no later than the second payroll, after the Employer's receipt of the employee's written notice.

- B. **NEW EMPLOYEES AND ORIENTATION MEETING.** Upon employment of a new employee covered by this Agreement, the Employer shall notify the Union, in writing, of the hiring of a new employee. The Union will provide the new employees with the necessary forms regarding dues, initiation fees and voluntary deductions. The City shall allow a Union representative 30 minutes of a newly hired employee's paid working time for purposes of presenting information about the Union and bargaining representation. This shall generally occur within the first two (2) weeks of hiring the new employee, but in no instance later than ninety (90) calendar days. Newly hired employees have the option to attend or not attend Union orientation.

ARTICLE 3 LABOR MANAGEMENT RELATIONS

Section A

All collective bargaining with respect to wages, hours and working conditions shall be conducted by authorized representatives of the Union.

Section B

Agreements reached between the parties to this Agreement shall become effective only when signed by the representatives of the Union, and the Mayor of the City of College Place, State of Washington.

ARTICLE 4 GRIEVANCE PROCEDURE

Scope of the Grievance Procedure - The purpose of this Grievance Procedure is to establish effective machinery for the fair, expeditious, and orderly adjustment of grievances. Only matters involving the interpretation, application, or enforcement of the express terms of this Agreement shall constitute a grievance. Either the Union or the City may process grievances each against the other to allege contract violations and enforce the party's respective rights. Union or City grievances shall enter the procedure at Step 3, and be subject to all applicable time limits, other provisions, and to mediation/arbitration. The requirement for written grievances and responses shall not preclude the aggrieved employee, Union and the appropriate management representative from orally discussing and resolving the grievances

STEPS

Step 1. The aggrieved employee shall discuss the grievance with his/her immediate supervisor within ten (10) days of the date of the occurrence prompting the grievance, or when the employee had or should reasonably have had knowledge of the facts giving rise to the alleged grievance but in no case shall a grievance be presented more than 30 days after the alleged occurrence. The immediate supervisor shall attempt to adjust the matter and shall respond to the employee within five (5) working days.

Step 2. If the grievance is not resolved at Step 1, the aggrieved employee or representative shall submit a written grievance to the supervisor within five (5) working days following the supervisor's oral response. The written grievance at this step and at all steps thereafter shall contain the following information:

- (a) A general statement of the grievance and the facts upon which it is based;
- (b) The remedy or adjustment sought; and
- (c) The signature of the aggrieved employee.

The supervisor shall respond in writing to this grievance within five (5) working days of its receipt. The written response at this step, and management responses at all steps thereafter, shall contain the following information:

- (a) An affirmation or denial of the facts upon which the grievance is based;
- (b) The remedy or adjustment, if any, to be made; and
- (c) The signature of the appropriate management representative.

Step 3. If the grievance is not resolved at Step 2, the aggrieved employee or representative shall submit the grievance to the Mayor or designee within five (5) working days following the supervisor's written response. The Mayor or designee shall respond in writing to this grievance within fifteen (15) working days of its receipt.

Any and all documents, facts and information which are known to the parties, not presented in the above-referenced steps shall be specifically excluded from presentation during arbitration.

PANEL OF STANDING MEDIATOR/ARBITERS

The parties agree to timely establish a panel of three (3) standing mediator/arbiters to hear and resolve all contract disputes. If the two parties cannot agree on a panel, then a list of eleven (11) names shall be obtained from the Federal Mediation Conciliation Service. The parties shall alternately strike names until three (3) remain. Each person selected shall serve in turn regarding a single grievance dispute. If unavailable, the next listed person will serve. The mediator/arbiters shall thus serve in rotation.

Each party may unilaterally remove a mediator/arbiter at any time as long as there is no dispute pending at the time. Mediator/arbiter panel vacancies shall be filled as in the above paragraph.

The panel member assigned to a grievance shall meet without delay with the parties and the grievant and attempt to mediate/conciliate the dispute. If an agreement is reached, it shall be reduced to writing, shall be signed by each of the above parties, including the grievant, and shall be final and binding.

If, after a concerted effort, a single mediation meeting does not produce a settlement, the mediator/arbiter shall immediately convene an informal arbitration hearing. Witnesses, evidence and exhibits shall be kept to a minimum and the rules of evidence shall not apply.

The mediator/arbiter shall on the same date of the hearing, provide a "bench award" as a binding settlement of the grievance. The parties may, upon mutual agreement, waive the bench award and submit briefs to the arbiter.

The mediator/arbiter shall not have the power to add to, subtract from, or modify the provisions of this Agreement in arriving at a decision of the issue or issues presented; and shall confine his/her decision solely to the interpretation, application, or enforcement of this Agreement. The mediator/arbiter shall confine himself/herself to the precise issue submitted for arbitration, and shall have no authority to determine any other issues not so submitted to him/her. The decision of the mediator/arbiter shall be final and binding upon the aggrieved employee, Union and City.

The City and the Union shall share equally the fees and expenses of the mediator/arbiter.

Either party has the right to have a representative represent them at any step of the grievance procedure.

The following grievance principles shall govern and be controlling in any and all grievances:

1. While a grievant may be "made whole", any punitive award shall be void and unenforceable.
2. Unless agreed otherwise, only one grievance will be heard at a time by an arbiter.

Any time limit contained within this Article may be waived, in a specific grievance, by mutual written consent of both the City and the Union.

ARTICLE 5

SENIORITY, PROMOTION, LAY-OFFS AND DISCHARGE

Section A

Seniority shall be observed as nearly as possible when vacancies occur.

1. Seniority shall date from first day of continuous employment subject to six (6) month probationary period.
2. The word "seniority" as used in this Agreement means: total length of continuous service with the City, including periods of leave or time laid off as described in Section C of this Article and in Article 8.
3. The word "groups" as used in this Section shall be defined as follows:
 - a. Group 1: Finance

Accounting Clerks III
Accounting Clerks II
Accounting Clerks I

b. Group 2: Police Records

Records Clerk
Part-time Records Clerk
Special Enforcement Officer

c. Group 3: Public Works

Public Works Foreman
Water Quality Operators
Water Utility III
Water Utility II
Street Worker III – Applicator
Street Worker II
Parks Worker II
Water Utility I
Street Worker I
Stormwater Worker I
Public Works Inspector

d. Group 5: Miscellaneous/ER&R

Administrative Assistants I
Fleet Maintenance Managers
Mechanic I
Mechanic II
Stormwater Engineering Tech
Deputy City Clerk/Events Coordinator

Seniority within groups shall prevail in cases of reductions in force, recall, rehiring after layoffs, and transfers. The last employee hired within any group selected for layoff shall be the first (1st) employee laid off and the last employee laid off within the group selected for recall shall be the first (1st) employee rehired, except that the order of layoff in each group shall be: 1) temporary employees, excluding work study and interns (who in no case shall replace bargaining unit employees), 2) probationary employees, and 3) full-time employees. Similarly, full-time employees shall be recalled to work prior to probationary or temporary employees.

The affected employee(s) and the Union will be provided with fourteen (14) calendar days advance notice, in writing, of the City intent to layoff. Upon notice of layoff the affected employee(s), who meet the qualifications as determined by the City, will have the opportunity to move into other open positions within their group, positions open as determined by the City, prior to such positions being filled by outside candidates. No cross-group bumping shall be permitted, unless a senior employee facing layoff has previously held a regular position in another group (and has demonstrated acceptable performance) that is currently held by a junior employee, in which case the senior employee facing layoff shall be granted the option of displacing said junior employee in the other group.

If there is any question of any senior employee being capable to perform the work available in the case of layoff and recall, the Union may require the City to show just cause for not recalling or laying off such senior employee. Disputes regarding this provision shall be resolved pursuant to the provisions of Article 4.

Section B

1. Any promotion or change in job classification shall be considered temporary for a period of thirty (30) calendar days from the date of promotion or change. Within a thirty (30) day period, if the employee should decide he/she does not want the job or should the supervisor or the foreman decide the employee is unsuited for the job, he/she shall revert to his/her former classification without prejudice.
2. Available positions shall be publicized for a seven (7) day period by announcements posted on public and shop bulletin boards and by such other means as the Employer may deem necessary. Announcements shall specify the title, rate of pay, duties to be performed, required qualifications, time and manner of making application, and other pertinent information related to the available position. Outside publication of announcements may occur at the same time such announcements are posted in house.
3. All regular employees in other job classifications covered by this Agreement shall be eligible to bid on the vacancy by submitting a written application for the position. The City will give first consideration to qualified employees in other job classifications covered by this Agreement. If the position is filled by a bargaining unit member, the most senior employee of the bargaining unit shall be given first consideration if the qualifications of all applicants are equal as determined by the city. Any dispute over qualifications shall be subject to the grievance procedure contained herein.

Section C

An employee shall lose all seniority, forfeit all rights and the City shall have no obligation to rehire or retain said employee under the following conditions:

1. The employee voluntarily leaves the service of the City, or
2. The employee is discharged for just cause or separated from employment, or
3. The employee is discharged during the probationary period, or
4. The employee is laid off for a period in excess of twelve (12) consecutive months.

In case of a dismissal or demotion of any employee, excluding probationary employees, he/she shall have the right to appeal within the procedures outlined in Article 4 of this Agreement.

ARTICLE 6 PAID HOLIDAYS

Section A

Holidays that are paid at regular pay with the actual day off work shall be:

- | | |
|------------------------------|--------------------------------|
| 1. New Year's Day | 2. Martin Luther King Day |
| 3. President's Day | 4. Memorial Day |
| 5. Juneteenth | 6. Independence Day |
| 7. Labor Day | 8. Veterans Day |
| 9. Thanksgiving Day | 10. Day after Thanksgiving Day |
| 11. Christmas Eve (Half-Day) | 12. Christmas Day |
| 13. Day after Christmas | |

Section B

Should any employee work on any of these days, he/she shall be paid, in addition to his/her regular pay, time and one-half (1 1/2) for all hours worked on that day. An employee called out on that holiday shall receive a minimum of 2 hours pay at the Holiday rate.

Section C

If a designated Holiday falls on Saturday, the Friday before will be observed as the holiday. Should the designated holiday fall on Sunday, then the following Monday shall be observed as the holiday.

ARTICLE 7 VACATIONS

Vacation time credit is accrued during the evaluation period, but the employee cannot use this time prior to the first six months of complete employment. If terminated prior to the completion of the first six months of employment, no vacation credit is accrued. The payroll clerk will advise each employee of vacation credit based on his/her beginning date. All employees must request their preferred vacation time at least two weeks prior to the date chosen.

Temporary employees earn no vacation credit. Regular full-time employees earn vacation as follows:

Years 1 through 5 = 8.00 hours per month (12 days per year)
Years 6 through 10 = 10.00 hours per month (15 days per year)
Years 11 through 20 = 13.33 hours per month (20 days per year)
Years 20 and above = 16.67 hours per month (25 days per year)

Vacation requests will be prioritized first by date of submittal and second, by seniority with the City.

Beginning date of employment is used to determine vacation eligibility.

A minimum of six (6) months of continuous employment is necessary for an employee to accrue vacation eligibility. If an employee has been absent for 30 days or longer for any reason other than military service or approved leave of absence, one must complete the required six (6) months continuous employment to be eligible again for compensated vacation.

Employees are expected to utilize all their annual vacation each year. Vacation credits will not be allowed to exceed 240 hours without the written permission of the City Administrator.

Vacation credit does not accrue during a leave of absence.

Vacation pay in lieu of vacation is never granted since this would defeat the purpose of the vacation benefit.

Upon terminating employment for any reason, or for layoff, earned vacation time will be paid.

ARTICLE 8 LEAVES

Section A - Sick Leave

Sick leave with full compensation is accrued at the rate of one day (8 hours) for each full month of employment. Sick leave is granted for illness of the employee and/or his/her child or death of an immediate member of the employee's family (husband, wife, children, father, mother, brother, sister, grandparent, mother-in-law, father-in-law, step-children of the employee). Sick leave shall not be abused. Sick leave abuse may result in discipline set forth in Article XIII. New employees start with a bank of 48 hours sick leave. After the six-month probationary period, sick leave will accrue at the above rate. All sick leave benefits will cease with the termination of employment with the City. If unable to report to work because of illness, an employee shall strive to notify his/her Department Head at least 2 hours before his/her start of duty time.

Cash out of sick leave shall be permitted under the following conditions:

Forty (40) hours of sick leave cash out shall be permitted as long as there are a minimum of ninety-six (96) hours of sick leave remaining on the books after the forty-hour cash out. Cash out must be initiated between November 1 and November 30 of each calendar year.

The City, at its discretion, may require a doctor's certificate be furnished certifying the necessity for sick leave and always after 3 consecutive workdays of absences unless waiver on a case by case basis by the supervisor is provided.

The City will reasonably accommodate an injured employee by allowing him or her to return to light duty whenever such is appropriate and available and determined by physicians statement with proposed length of time and subject to approval of the supervisor and Mayor.

Sick Leave Donation

1. Purpose: This policy establishes the procedures for employees to voluntarily transfer sick leave to the City's Sick Leave Bank for use by eligible employees who face an extended serious illness or injury, and have no accumulated leave. This policy does not supersede or replace any existing benefit program, nor does it affect an individual's employment status with the City. All hours cited below are for full time regular employees. (Part time regular employees shall be able to receive or donate an amount proportionate to their percentage of full time employment.)
2. Donations: All regular employees who are eligible to receive sick leave benefits may donate sick leave hours if a balance of 96 remains after donation. All donations must be in writing on the Sick Leave Donation Form. Donations shall be made in increments of eight (8) hours. A maximum of forty (40) hours may be donated by any one employee in a single fiscal year. Once a donation is made it may not be

withdrawn.

3. Eligibility to receive: To be eligible to receive hours from the Sick Leave Bank, an employee must meet the following conditions:
 - a. The employee must have exhausted all paid sick leave, vacation leave and compensatory time.
 - b. The employee must have an approved medical leave of absence for a period of at least two hundred forty (240) hours. (Accumulative)
 - c. The employee must have a serious health condition as defined in the Family Medical Leave Act (FMLA). The employee must provide a statement from a physician describing the nature of the illness or injury, and the estimated period of incapacitation.
 - d. The employee must request in writing use of donated sick leave hours by submitting to the Finance Department the Sick Leave Bank Use Form. If an employee is unable to complete the form due to his/her illness or injury, another employee may prepare the form. However, the employee, next of kin, or a person holding power of attorney authorized to sign on his/her behalf, must sign the form.
4. Administration: The office of Human Resources shall administer the Sick Leave Bank. All solicitations for donations shall be made through the office of Human Resources. The City Administrator shall hear all appeals, and may waive program guidelines in cases of extraordinary circumstances. Approved use of Sick Leave Bank shall be effective the first day following approval. The office of Human Resources shall:
 - a. Accept donation forms and maintain records of transactions;
 - b. Evaluate and approve each request based on eligibility requirements;
 - c. Advertise and solicit donations, as required;
 - d. Adjust pertinent sick leave balances;
 - e. Ensure all medical information is kept confidential, and
 - f. Forward all appeals to the City Administrator.
5. Exclusions: An employee is not eligible to use Sick Leave Bank if one of the following conditions applies, despite meeting the eligibility requirements in paragraph 3, above.
 - a. Illness or injury which is job related and/or self-inflicted;
 - b. Elective surgery- Appeal process (subject to)
 - c. Normal pregnancy;
 - d. Accidents resulting from illegal use of drugs or alcohol;
 - e. Accidents resulting from illegal acts; and

- f. Employment is terminated.
6. An employee shall lose access to the Sick Leave Bank:
- a. During disciplinary suspension;
 - b. If disciplined for misuse of sick leave, or (in tailing 24 months)
 - c. If disciplined for fraud or misrepresentation in requesting use of the Sick Leave Bank.

Section B- Worker's Compensation

Any employee who is eligible for time off because of an on-the-job injury shall be paid compensatory time or sick leave in the amount of the difference between his/her regular pay and that paid by Worker's Compensation. Pay options will be reviewed with employees by the City Finance Director or City Administrator prior to utilizing available benefits.

Example: Regular monthly salary	633.00
Received from Worker's Comp	<u>516.12</u>
Difference paid by City	116.88

\$116.88 divided by daily rate of pay, \$29.22, equals equivalent of four days paid by City. Four days' leave is used.

Section C - Bereavement Leave

Employees shall be entitled to three (3) bereavement leave days with pay per calendar year, non-proliferating, in the event of a death in the immediate family. An additional two (2) days of sick leave may be taken if out of town travel is required in excess of 250 miles each way, for attendance at the funeral or memorial service. Immediate family shall be defined as follows: spouse, children or step children, the parents, mother-in-law, father-in-law, brother, sister, grandparent, grandchildren, brother-in-law, sister-in-law, and grandparents of spouse.

Section D - General Leave

A regular full-time or a regular part-time employee having completed two years of continuous employment with the City, becomes eligible for a leave of absence (minimum one month and up to a maximum three months' time) from his/her job without pay or accrued benefits subject to approval by the Department Head/Mayor or designee.

An employee is considered as having no break in continuity of his/her service record. Request for a leave of absence must be submitted and approved by the Department Head/Mayor or designee at least two weeks in advance. Such requests will not be granted June 1 to September 1 or any heavy workload time.

Section E - Educational Leave

A leave of absence may be granted for educational purposes if the course is for job improvement and is job related. Advance approval by the Department Head/Mayor or designee is required.

Section F - Administrative Leave

The Mayor or designee may grant an employee administrative leave to perform civic or other type duties that are a benefit to the City.

Section G - Military Leave

Military duty is an act of citizenship and one which employees should not shirk. If an employee is fulfilling his/her yearly reserve duty or is deployed for 6 months or less, the employer will pay the difference between the pay received for military service and that of the employee's salary with the City. It is required that Military earnings be presented to the payroll clerk.

Military leave will be granted in accordance and compliance with State and Federal Regulations.

If an employee is a member of the National Guard or a Reserve Unit, upon presentation of written orders, the employee will be granted sufficient time off to comply with the orders. This time will not be charged against leave balances.

Section H - Jury Duty

Jury duty is an obligation of citizenship and one which public employees should not shirk. If an employee is called for jury duty, he or she should contact their Department Head immediately. If the employee does serve, the amount of money received for jury duty will be deducted from the employee's City salary for the period of service. It is required that jury duty earnings records be presented to the payroll clerk with the time card. Employees released by 12 PM shall contact the Department Head to determine whether or not they need to report to the work site.

Section I – FMLA/PFML

Family leave will be granted in accordance with federal and state statute.

Section J. -Authority

Sections E and F shall be exclusive authority matters of the City, and shall not be subject to grievance or arbitration. (ARTICLE 4).

ARTICLE 9 MEDICAL AND MISCELLANEOUS

Section A- Insurance

The City agrees to provide a full maintenance of benefits for employees, their spouses and dependents for medical, dental and vision (including 2nd glasses option) insurance plans for the length of this agreement. Effective January 1, 2022, and for the life of this Agreement, the bargaining unit will be covered by the AWC HealthFirst 250 Plan, the AWC Dental Plan D and Vision Plan B.

Employee Cost Sharing

Employee and spouse **OR** employee and dependents (no spouse)

2022 - \$145.00 per month

Employee, spouse, and dependent(s)

2022 - \$245.00 per month

For 2023 and 2024 the City agrees to pick up the first 6% of any premium increases. Premium increases in excess of 6% will be cost shared by the City and Employees on a 50%-50% basis.

Insurance will be open for negotiations for 2024.

The Union agrees that during the life of this agreement they will not request any additional benefits and the City agrees that the benefits provided by the above-referenced medical, dental, and vision plans will not be reduced during the life of this Agreement, except to the degree plan benefits are changed by AWC outside the control of the City. This provision shall not prohibit the City and the Union from reaching a mutual written agreement to change the benefit structure or plan design of the medical, dental and vision coverage applicable to bargaining unit employees.

Section B - Term Life Insurance

The City agrees to pay the premium for term life insurance for each covered employee in the amount of fifty thousand dollars (\$50,000).

Section C - Death

Upon death of an employee, survived by a spouse or designated beneficiary, such spouse and/or beneficiary shall be deemed to be the assignee of any unpaid wages and warrants and payment of such sum shall be drawn and paid at the next pay period to the assignee forthwith.

Section D- Safety Equipment

The City will furnish safety glasses, gloves, boots and coveralls when requested and if needed, as determined by the City, without cost to the employee. Replacement will be by the employee if lost, abused or due to unauthorized use.

UNIFORMS FOR PUBLIC WORKS AND SEWER STAFF

The City will reimburse bargaining unit employees, excluding City Shop/Mechanic employees, in the public works department for up to \$200.00 per year for the purchase of pants and shirts. So that employees do not have to pay income tax on the reimbursement the receipts would have to be provided before reimbursement can occur. In order to avoid potential tracking difficulties each employee shall submit one reimbursement request (up to \$200.00 per year).

The City will only provide cleaning services for those clothes with contaminants, i.e. Wastewater spills, etc., as determined by the City.

ARTICLE 10 WORKING CONDITIONS

Section A

The workweek shall be forty (40) hours and in accordance with Federal Work Hours and Safety Standards Act and other Department of Labor Standards.

On a department by department basis, subject to the approval of the City, employees will have the option for a work schedule of (4) four ten hour shifts.

Section B

When applicable, the employee shall travel to and from the day's work location on transportation furnished by the City from regular assigned headquarters.

All employees required to travel will be reimbursed in accordance with FLSA.

Section C

All work in excess of forty (40) hours a week shall be paid at the rate of one and one-half (1 1/2) the regular rate. Compensatory time may be taken in lieu of, at the rate of one and one-half (1 1/2) hours for each hour worked in excess of forty (40) hours a week.

1. Employees may accrue up to 60 hours; however, compensatory time must be utilized within the calendar year. Compensatory time not utilized within the calendar

year shall be paid at the accrued rate.

2. Compensatory time may not be taken contiguous to annual/vacation leave, holidays or sick leave without approval of the Department Head, Mayor or designee.
3. Employees must have approval of immediate supervisor to take compensatory time off and give 48 hours' notice to request time off.
4. Management shall have the right to determine if an employee shall be compensated by payment of overtime or mutually agreed upon compensatory time not to exceed the established cap.
5. Compensatory time shall be administered in accordance with the FLSA as amended.

The City has the right to schedule overtime work consistent with the City's obligations to the public. Though employees may not refuse assigned overtime, voluntary arrangements will be used to the extent practical. The City will endeavor to give ample advance notice of overtime assignments and shall strive to distribute overtime equitably among those qualified to perform the work.

Overtime shall be earned and paid in fifteen (15) minute increments with any portion rounded to the nearest quarter (1/4) hour. There shall be no pyramiding of overtime and compensation will not be paid (or compensatory time approved) more than once for the same hours worked.

Section D

Supervisory personnel shall, as far as practical, divide scheduled overtime equally among regular full-time employees within the affected group. Approval to work overtime is made by the employee's immediate supervisor or department head.

Section E

Employees shall not at any time use any City equipment or property for personal use nor will equipment be taken from City premises except for official City use.

Section F

1. Paydays: Employees will be paid monthly. Effective as of January 1, 2013, all employees will be paid through direct deposit; paper checks will no longer be issued. An employee may request a mid-month draw for up to approximately one-half (1/2) of the normal monthly pay. Any payment for overtime work shall be included in the monthly pay not in the mid-month draw. Payday for each month shall be designated as the third (3rd) working day of the following month with the mid-month draw on the

fifteenth (15th) day of the month. If the fifteenth (15th) falls on a weekend or holiday, the mid-month draw check shall be ready for each employee on the preceding business day. Any errors in an employee's pay shall be corrected on the next monthly pay check provided two (2) working days' notice is given to the Employer's Treasurer. Any error in an employee's paycheck, due to the Employer's error, shall be corrected no later than five (5) working days (of the Treasurer) after notice has been given to the Employer's treasurer.

2. The Employer shall furnish each employee with an itemized statement of earnings and deductions, specifying the wage rate, hours paid, and other compensation payable, as well as any and all deductions from gross wages for the pay periods.
3. Upon termination of employment for any reason, all regular employees shall receive all monies due, including accrued and unused annual leave compensation, overtime, for which pay has been authorized, accrued and unpaid wages, and holiday pay. In the case of the death of an employee, such compensation shall be made to the beneficiary of the deceased.

Section G

All employees shall receive two (2) fifteen (15) minute break periods during each shift, one (1) in the first half and one (1) in the second half of the working day. Break times may be altered, but not eliminated by his/her immediate supervisor, but must be one in each half of the day.

Section H

The City will use its best effort to provide opportunities for employees to receive training. Reimbursement of tuition and book fees shall be granted for approved course work towards an approved specific job related course of study given through any accredited college or university. Conditions for tuition and book reimbursement shall be:

- A. Employees must be a full time employee in order to be eligible for tuition and book reimbursement.
- B. Prior approval of the course work must be obtained from the Mayor/designee.
- C. Employee must complete course work with a passing grade of C or better; and
- D. Employees receiving tuition reimbursement agree to continue employment with the City of College Place for a period of not less than one (1) year, calculated from date of reimbursement. Employees who fail to meet this requirement shall have deducted from their pay an amount equal to said tuition reimbursement.

Section I

When an employee is assigned duties of a higher classification for a period of 30 consecutive working days, he or she shall be paid the appropriate salary of that higher classification starting on the 31st day.

Section J - Temporary Employees

A temporary employee is one who has been appointed by the City to a temporary position with the City. Such an employee may work on a part-time or full-time seasonal basis as prescribed by the City.

Such temporary employee(s) shall not be used to displace regular part-time or regular full-time employees and, furthermore, temporary employees shall not be used as a subterfuge by the City to avoid the hiring of regular part-time or full-time employees. In no event shall a temporary employee be employed for longer than five (5) consecutive months unless extended for a longer period by mutual agreement of the City and the Union. A temporary employee is not a member of the bargaining unit and is not entitled to any of the benefits covered by this Agreement.

Section K - Substance Abuse Policy

See Attached

Section L - Emergency Callout

When it is necessary to direct employees to report for emergency overtime work, the minimum payment for each call-out is two (2) hours pay at one and one-half (1 1/2) times the employee's regular hourly rates of pay.

Section M - Standby

Employees who are placed on standby status and given a cellular phone to carry shall be compensated at the rate of fifteen dollars (\$15.00) per day. Such employees shall be called first in the event they are needed. If the standby employee cannot or does not respond to the call the next employee on the call out list shall be contacted and so on. Any employee on standby shall have the duty to find another employee to take their standby should they wish to leave the paging area, but in no instance shall discipline be imposed for an employee on standby declining to take a call unless said employee refuses to handle a call.

ARTICLE 11 NEGOTIATIONS AND LENGTH OF AGREEMENT

This Agreement shall be in full force and effect from January 1, 2022, to December 31, 2024. The parties shall commence negotiations no later than June 1, 2024, for a successor Agreement. If negotiations do not result in an agreement within 60 days from the date of the commencement of bargaining, then a mediator from the Public Employment Relations Commission may be requested.

ARTICLE 12 MANAGEMENT RIGHTS

Section A

The Union recognizes the prerogative of the City to operate and manage the affairs of the City in accordance with the responsibilities and powers of authority, PROVIDED: however, that nothing contained herein shall derogate from the right afforded to employees under this contract, or by applicable State or Federal statute.

Section B

The exercise of any management right not specifically modified by this Agreement or the Personnel Policy or the failure to exercise any such right does not prevent management from exercising that right in a different manner in the future.

EXAMPLES: Without limitation, but by way of illustration, the exclusive prerogatives, functions and rights of the City shall include the following:

1. To direct and supervise all operation, functions and policies of all departments in which the employees in the bargaining unit are employed.
2. To implement new, and to revise or discard wholly or in part old methods, procedures, materials, equipment, facilities, and standards.
3. Control departmental and City budgets.
4. The City has the right to schedule work as required in a manner most advantageous to the department and consistent with the requirements of municipal employment and the public safety and the criteria of the contract.
5. To designate and to assign all work duties.

6. To introduce new duties and to revise job classifications and duties with the unit.
7. To determine the need for and qualifications of new employees, transfers and promotions.
8. To discipline, suspend, demote or discharge any employee for just cause.
9. Take whatever actions are necessary in emergencies in order to assure the proper functions of the department and the City.

Section C

Both parties specifically waive their right to require the other side to reopen this agreement during its term, except as modified by specific re-opener language or by specific contractual provision.

ARTICLE 13 DISCIPLINE/DISCHARGE

The City has the right to discipline or discharge an employee for just cause. The City will strive to adhere to the principles of progressive discipline. The City may discipline or discharge employees based upon the following examples of misconduct, but is not limited thereto:

1. Violations of work rules, regulations and amendments thereto;
2. Neglect of duty;
3. Insubordination;
4. Malfeasance or misfeasance;
5. Gross misconduct;
6. Unauthorized use of material or equipment;
7. Abuse of sick leave;
8. Falsification of reports, records, or other documentation;
9. Drinking of intoxicants or use of drugs while on duty or coming to work while under the influence of intoxicants and/or drugs;

10. Recklessness;
11. Theft;
12. Negligent and/or willful damage of City property;
13. Failure to report to work at the end of an approved leave of absence period or using a leave of absence for reasons other than those for which it was originally granted;
14. Failure to report to work after cancellation of leave of absence.

Progressive discipline will be dependent on the severity of the infraction, and the City is not required to adhere strictly to the order or system set forth below:

1. Verbal Reprimand.
2. Written Reprimand.
3. Suspension without Pay.
4. Discharge.

All steps in progressive discipline shall be conducted formally, in a private meeting with the employee having a right to representation and the Union will be provided copies of all disciplinary actions.

Employees will be entitled to a pre-termination hearing, with the right to representation, to present evidence, arguments, and witnesses in their defense.

The City will strive to investigate and administer disciplinary actions in a timely manner.

Disciplinary records will, after two (2) calendar years from the date of the incident, and upon the employee's written request, be returned to the employee, unless in the intervening period related infractions have occurred in which case the timeframe as specified above starts over from the date of the most recent related infraction.

FOR EMPLOYEES REQUIRED TO DRIVE

The parties agree that the ability of an employee to drive is part of the minimum qualifications required for employment under this contract, depending on the stated minimum qualifications for the position. If any employee, whose duties include the operation of a motor vehicle, receives a suspension of his/her driving privileges, he/she shall immediately try to obtain a permit to drive for work purposes.

Any employee who has his/her right to drive for work purposes suspended for ninety (90) days or less, may be subject to suspension without pay until work driving privileges are

reinstated, or job reassignment. Any employee who has his/her right to drive for work suspended for more than ninety (90) days or whose privileges to drive are permanently revoked, may be subject to disciplinary action, up to and including discharge from employment, upon just cause.

ARTICLE 14 CONTRACTING OUT

The City shall have the right to contract out for services when it deems such to be in the best interest of the City. The City shall give all affected employees one hundred-twenty (120) calendar days' written notice of said contracting or pay in lieu of.

Contracting out work for the city shall be exclusive authority matter and shall not be subject to grievance or arbitration. City agrees to bargain the impact of this clause on any employee.

ARTICLE 15 STRIKES AND LOCKOUTS

Section 1

The Union agrees that no employee shall, during the term of this Agreement:

- A. Strike.
- B. Participate in a work slowdown and/or stoppage.
- C. Refuse to perform assigned duties.
- D. Honor an existing picket line.

The Union further agrees that if any of the above mentioned acts occur, it will order its members to comply with the contract.

Section 2

The Employer agrees that there shall be no lockouts, during the term of this Agreement.

Section 3

Employees in violation of Section 1 shall be subject to disciplinary action, up to and including termination.

ARTICLE 16 SALARIES AND WAGES

See Appendix "A"

1-1-2022 – 3%

7-1-2022 - .5%

Effective 1-1-2023 and 1-1-2024 wages to be increased by 100% of the US All Cities CPI-W, Aug-Aug, index with a minimum of 2% and a maximum of 4%.

Education Incentive

Bargaining unit members shall receive twenty-five dollars (\$25.00) per month for an "AA" degree; and fifty dollars (\$50.00) per month for a "BA" degree if such BA degree is reasonably related to the primary position duties of the employee as determined by the City. If the BA is not reasonably related, then the "BA" will be paid at the "AA" rate. The school used to obtain the degree shall be recognized and accepted by the City of College Place.

ARTICLE 17 DEFINITION OF EMPLOYEES

1. Regular Part-Time Employees: A regular part-time employee shall be defined as any employee who is hired to work a regular schedule of more than twenty four (24) hours, but less than forty (40) hours per week, with a reasonable expectation of employment for six (6) or more months.
2. Regular Full-Time Employees: A regular full-time employee shall be defined as any employee who fills a position which is regularly scheduled to work forty (40) hours per week.

ARTICLE 18 SUBORDINATION OF AGREEMENT

It is understood that the parties hereto and the employees of the City are governed by the provisions of applicable federal and state law. When any provision thereof is in conflict with or are different from the provisions of this Agreement, the provisions of said federal law or state law are paramount and shall prevail.

ARTICLE 19 ENTIRE AGREEMENT

The Agreement expressed herein in writing constitutes the entire agreement between the parties and no oral statement shall add to or supersede any of its provisions.

The parties acknowledge that each has had the unlimited right and opportunity to make demands and proposals with respect to any matter deemed a proper subject for collective bargaining. The results of the exercise of that right are set forth in this Agreement. Therefore, except as otherwise provided in this Agreement, the City and the Union for the duration of this Agreement, each voluntarily and unqualifiedly, agree to waive the right to oblige the other party to bargain with respect to any subject or matter whether or not specifically referred to or covered in this Agreement.

ARTICLE 20 SAVINGS CLAUSE

Should any part hereof or any provision herein be rendered or declared invalid by reason of any existing or subsequent legislation or by decree of a Court of competent jurisdiction, such invalidation of such part of this Agreement shall not invalidate the remaining portion thereof and they shall remain in full force and effect. Both parties agree to immediately return to the table to resolve those issues declared invalid by legislation or law.

SIGNED AND DATED THIS _____ DAY OF _____, 2022

CITY OF COLLEGE PLACE

TEAMSTERS LOCAL UNION NO. 839

Norma Hernández
Mayor

Russell Shjerven
Secretary-Treasurer

Notary Statement:

STATE OF WASHINGTON)
) ss.
County of _____)

APPENDIX "A"

AGREEMENT BETWEEN
CITY OF COLLEGE PLACE & TEAMSTERS LOCAL UNION NO. 839
EFFECTIVE January 1, 2022

The monthly wages for classifications covered by this Agreement shall be:

Class	Step 1	Step 2	Step 3	Step 4	Step 5
Public Works Foreman	4,910	5,057	5,209	5,365	5,526
Water Utility III	4,615	4,753	4,896	5,043	5,194
Fleet Maintenance Manager	4,603	4,741	4,883	5,030	5,181
Water Quality Operator	4,603	4,741	4,883	5,030	5,181
Public Works Inspector	4,593	4,731	4,873	5,019	5,170
Stormwater Engineering Tech	4,590	4,728	4,870	5,016	5,166
Mechanic II	4,182	4,307	4,436	4,570	4,707
Accounting Clerk III	4,182	4,307	4,436	4,570	4,707
Deputy City Clerk/Events Coordinator	4,182	4,307	4,436	4,570	4,707
Water Utility II	4,157	4,282	4,410	4,543	4,679
Special Enforcement Officer	4,146	4,270	4,398	4,530	4,666
Street Worker III - Applicator	4,134	4,258	4,385	4,517	4,653
Street Worker II	3,816	3,931	4,049	4,170	4,295
Parks Worker II	3,816	3,931	4,049	4,170	4,295
Stormwater Worker II	3,816	3,931	4,049	4,170	4,295
Mechanic I	3,816	3,931	4,049	4,170	4,295
Water Utility I	3,751	3,864	3,979	4,099	4,222
Accounting Clerk II	3,751	3,864	3,979	4,099	4,222
Records Clerk	3,751	3,864	3,979	4,099	4,222
Administrative Assistant I	3,751	3,864	3,979	4,099	4,222
Street Worker I	3,668	3,778	3,891	4,008	4,128
Accounting Clerk I	3,393	3,495	3,599	3,707	3,819

City of College Place, Washington
ORDINANCE NO. ~~22-00122-002XXX~~

AN ORDINANCE REPEALING ORDINANCE NO. ~~21-01422-001~~ AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.

BE IT ORDAINED by the City Council of the City of College Place, Washington, that;

Section 1. The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after January 1, 2022 for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

Position Title	Salary Range				
TITLE	STEP 1	STEP II	STEP III	STEP IV	STEP V
Section 2. NON-UNION, EXEMPT					
City Administrator	11,355				
Police Chief	10,174				
City Attorney	10,166				
Public Works Director	8,907	9,174	9,449	9,732	10,025
Engineer	8,171	8,416	8,668	8,928	9,196
Finance Director	7,911	8,148	8,393	8,645	8,904
Community Development Director	7,683	7,913	8,150	8,395	8,647
Fire Chief	7,457	7,681	7,911	8,148	8,392
Police Lieutenant	7,537	7,763	7,996	8,236	8,483
Building Official	6,710	6,911	7,118	7,332	7,552
Engineering Division Manager	5,896	6,072	6,254	6,442	6,635
City Clerk	5,718	5,889	6,066	6,248	6,435
HR Manager	5,718	5,889	6,066	6,248	6,435
Deputy Finance Director/HR Assistant	4,942	5,091	5,244	5,401	5,563
Section 3. NON-UNION, NON EXEMPT					
Police Sergeant	6,812	7,017	7,227	7,445	7,668
Operations Manager	5,621	5,789	5,963	6,142	6,326
Building Inspector	5,551	5,718	5,889	6,066	6,248
Chief Clerk - Police Department	4,128	4,252	4,379	4,511	4,646
Section 4. PUBLIC EMPLOYEE UNION					
Public Works Foreman	4,910	5,057	5,209	5,365	5,526
Water Utility III	4,615	4,753	4,896	5,043	5,194
Fleet Maintenance Manager	4,603	4,741	4,883	5,030	5,181
Water Quality Operator	4,603	4,741	4,883	5,030	5,181
Water Quality Operator	4,603	4,741	4,883	5,030	5,181
Public Works Inspector	4,593	4,731	4,873	5,019	5,170
Stormwater Engineering Tech	4,590	4,728	4,870	5,016	5,165
Stormwater Engineering Tech	4,590	4,728	4,870	5,016	5,165
Inspector	4,182	4,307	4,436	4,570	4,704
Mechanic II	4,182	4,307	4,436	4,570	4,704

Accounting Clerk III	Accounting Clerk III	4,182,406	4,307,417	4,436,428	4,570,439	4,707,451
Deputy City Clerk/Events Coordinator	Deputy City Clerk/Events Coordinator	4,182,406	4,307,417	4,436,428	4,570,439	4,707,451
Section 4. PUBLIC EMPLOYEE UNION – Cont.						
Water Utility II	Water Utility II	4,157,406	4,282,417	4,410,428	4,543,439	4,679,451
Special Enforcement Officer	Street Worker III - Applicator	4,146,406	4,270,417	4,398,428	4,530,439	4,666,451
Street Worker III - Applicator	Mechanic II	4,134,406	4,258,417	4,385,428	4,517,439	4,653,451
Street Worker II	Street Worker II	3,816,751	3,931,751	4,049,954	4,170,060	4,295,170
Parks Worker II	Parks Worker II	3,816,751	3,931,751	4,049,954	4,170,060	4,295,170
Stormwater Worker II	Stormwater Worker II	3,816,751	3,931,751	4,049,954	4,170,060	4,295,170
Mechanic I	Mechanic I	3,816,751	3,931,751	4,049,954	4,170,060	4,295,170
Water Utility I	Water Utility I	3,751,654	3,864,751	3,979,851	4,099,954	4,224,060
Accounting Clerk II	Accounting Clerk II	3,751,654	3,864,751	3,979,851	4,099,954	4,224,060
Records Clerk	Records Clerk	3,751,654	3,864,751	3,979,851	4,099,954	4,224,060
Administrative Assistant I	Administrative Assistant I	3,751,654	3,864,751	3,979,851	4,099,954	4,224,060
Street Worker I	Street Worker I	3,668,561	3,778,655	3,891,752	4,008,853	4,128,955
Accounting Clerk I	Accounting Clerk I	3,393,294	3,495,381	3,599,470	3,707,562	3,819,655

Section 5. POLICE UNION

Probationary (starting pay without state certification) *5043*

Detective	6,054	6,236	6,424	6,616	6,815
Police Officer	5,874	6,049	6,231	6,418	6,611

Section 6. FIRE FIGHTER UNION

Firefighter	5,275	5,433	5,596	5,764	5,937
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Section 7. MISCELLANEOUS

Reserve Officer / per hour	15.00	
Part-time Police Records Clerk / per hour	21.59	Maximum 16 hours/week
Laborer / per hour		Minimum Wage to \$18.00 per hour
Intern / Work Study Program		Negotiated by Administration
Hiring Bonus	Up to \$5,000.00 per hire to be negotiated by Administration	

Section 8. 2.08.060 Compensation of Mayor. The Mayor shall be paid the sum of one thousand five hundred dollars per month and in addition receive reimbursement for actual expenses incurred in the discharge of his official duties upon presentation of claim for such expenses and approval by members of the City Council. The City Council will provide, by appropriate resolution from time to time, additional necessary supportive expenses for the carrying out of the necessary functions of the Mayor and his/her office.

Section 9. 2.08.070 Compensation of Council. Each member of the Council of the City, if elected subsequent to the effective date of the ordinance codified in this section, shall receive the sum of three hundred seventy-five dollars per month.

Section 10. Insurance - Non-Union, Exempt employees. As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Exempt employees: medical, dental, and vision insurance (full family), up to a \$100,000.00 life insurance policy (as offered by vendor), and Long Term Disability Insurance.

Section 11. Insurance - Non-Union, Non-Exempt. As a part of the compensation, the City of College Place will provide the following to full-time Non-Union, Non-Exempt employees: medical, dental, and vision insurance (full family) with an employee contribution of \$40.00/month, up to a \$100,000.00 life insurance policy (as offered by

vendor), and Long Term Disability Insurance.

Section 12. Additional Compensation. Occasionally, the Fire Chief may work as part of a Washington State Incident Management Team involved in fighting fires, wildfires, or other disaster. The City will pay the Fire Chief for work outside of his normal work hours while deployed at 1.5 times his regular rate of pay. The City will subsequently be reimbursed by the agency utilizing his services for the amount of wages and benefits expended.

Section 13. Paid family and Medical Leave Act. The City will contribute the employer portion of the premium and the employee will contribute the employee portion of the premium.

Section 14. Ordinance No. ~~21-01422-001XXX~~ is hereby repealed.

Section 15: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 16: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 17: Effective Date. This ordinance shall be effective January 1, 2022 upon its passage and publication as required by law.

PASSED by the City Council of the City of College Place, Washington, this ~~25th~~^{22nd} day of ~~January~~^{February}, 2022.

Formatted: Superscript

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Lisa R. Neissl, City Clerk

Rea Culwell, City Attorney

City of College Place, Washington
ORDINANCE NO. 22-002

AN ORDINANCE REPEALING ORDINANCE NO. 22-001 AND ADOPTING SALARIES AND COMPENSATION FOR THE MAYOR, CITY COUNCIL, APPOINTED OFFICERS, AND EMPLOYEES OF THE CITY OF COLLEGE PLACE AND FIXING THE EFFECTIVE DATE THEREOF.

BE IT ORDAINED by the City Council of the City of College Place, Washington, that;

Section 1. The salaries and wages of the various appointive officers and employees are fixed as set out in this ordinance. The salaries and wages as set out herein shall be effective from and after January 1, 2022 for all officers and employees. These salaries shall remain in effect until changed by the City Council by a duly enacted ordinance. All salaries and wages are stated at the rate per month except where otherwise indicated. Unless otherwise shown, the positions have been approved with a five-step salary scale.

Position Title	Salary Range				
TITLE	STEP 1	STEP II	STEP III	STEP IV	STEP V
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Public Works Director	8,907	9,174	9,449	9,732	10,025
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Section 4. PUBLIC EMPLOYEE UNION					
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Water Utility I	3,751	3,864	3,979	4,099	4,222
Accounting Clerk II	3,751	3,864	3,979	4,099	4,222
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Section 5. POLICE UNION

Probationary (starting pay without state certification) *5043*

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outside of his normal work hours while deployed at 1.5 times his regular rate of pay. The City will subsequently be reimbursed by the agency utilizing his services for the amount of wages and benefits expended.

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Section 14. Ordinance No. 22-001 is hereby repealed.

Section 15: Clerical Corrections. The City Clerk and the codifiers of this ordinance are authorized to make necessary clerical corrections to this ordinance including, but not limited to, the correction of scrivener's/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 16: Severability. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance is declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 17: Effective Date. This ordinance shall be effective January 1, 2022 upon its passage and publication as required by law.

PASSED by the City Council of the City of College Place, Washington, this 22nd day of February, 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Lisa R. Neissl, City Clerk

Rea Culwell, City Attorney

Financial Reports Descriptions

Monthly Expenditure Analysis

Summary of expenditures for the period. This report breaks out Payroll, Capital, and Debt Service expenditures. The total expenditures for the period on this report should tie out to the *Treasurer's Report Fund Totals* expenditure column.

Check Register

Detail of every check or electronic payment issued during the period. This report contains only cash items that require council approval. It does not include transactions that do not require council approval, such as interest income or bank fees. Therefore, the total of this report will not tie to the expenditures total on the *Monthly Expenditure Analysis*, *Treasurer's Report*, or *Cash Flow Report*.

Treasurer's Report

Fund Totals – Presents beginning fund balances, revenues for the period, expenditures for the period, ending fund balances, outstanding items, and fund balances adjusted for outstanding items.

Account Totals – Presents Cash and Investment account beginning balances, deposits, withdrawals, outstanding items, and adjusted ending balances.

Fund Investments by Account – Presents investment balances by fund. This is an allocation of the City's investments to applicable funds. The allocation is adjusted each month by the Finance Director according to fund balance. This adjustment displays in the "Purchases" and "Liquidated" columns.

Fund Investment Totals – Presents fund investments and cash allocated by fund. This report builds on the *Fund Investments by Account* report by also including cash balances.

Cash Flow Report

Shows cash in and cash out by fund for each period and year-to-date. Revenue and Expenditure totals should tie out to revenue and expenditure totals on the *Treasurer's Report Fund Totals* report.

Budget Position Report

Shows revenues and expenditures as compared to budget for the year-to-date. Excludes beginning and ending fund balances.

Totals for Credit Accounts

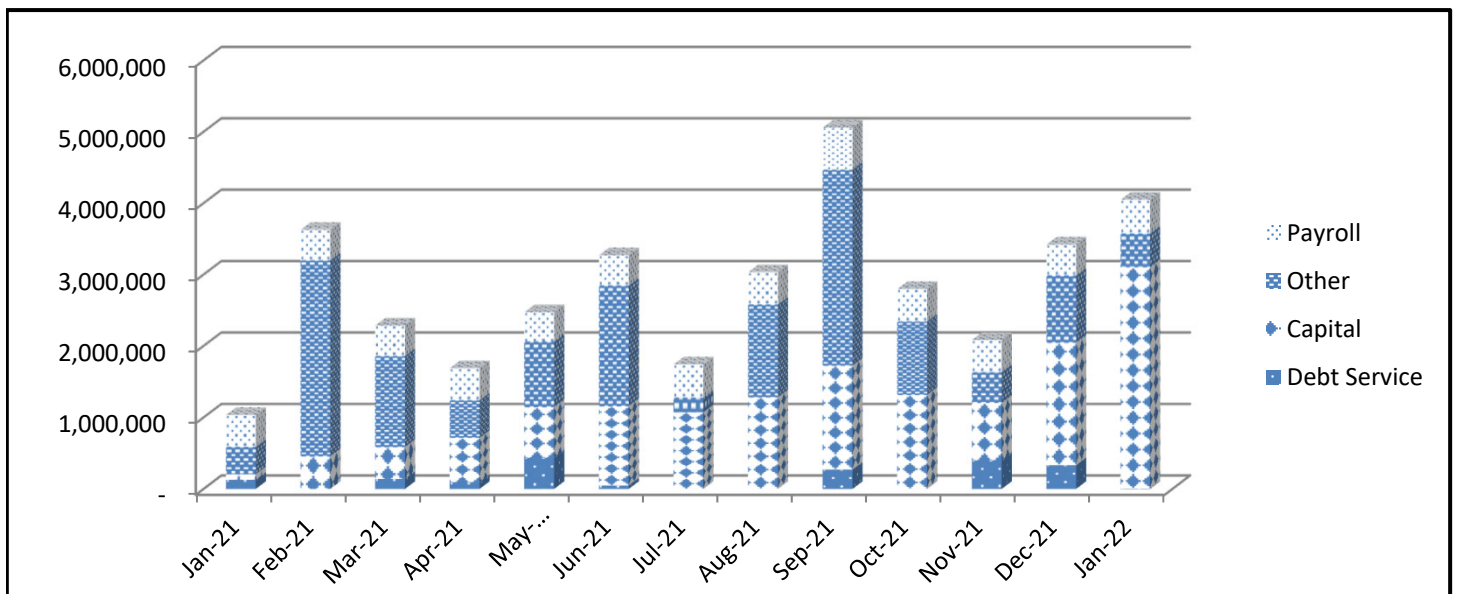
Detail of credit account transactions for the period. Reported by vendor and subtotaled by department.

City of College Place

Monthly Expenditure Analysis

Jan-22

Month	Operating Expenses		Capital	Debt Service	Total
	Payroll	Other			
Jan-22	469,913	478,653	3,093,498	5,250	4,047,314
Dec-21	430,084	949,152	1,708,324	332,100	3,419,660
Nov-21	445,702	434,277	803,272	398,775	2,082,027
Oct-21	452,127	1,031,313	1,313,344	-	2,796,784
Sep-21	586,006	2,749,625	1,450,866	270,564	5,057,061
Aug-21	449,973	1,303,448	1,278,741	-	3,032,162
Jul-21	459,852	209,430	1,070,608	-	1,739,890
Jun-21	419,641	1,695,104	1,105,529	48,701	3,268,974
May-21	408,505	921,056	704,325	436,918	2,470,804
Apr-21	446,096	528,518	619,557	93,525	1,687,696
Mar-21	422,551	1,278,616	443,207	140,484	2,284,858
Feb-21	424,091	2,746,832	455,374	-	3,626,297
Jan-21	442,987	384,943	76,177	129,584	1,033,691



Other Detail - Significant Expenditures and Related Party Transactions

Interfund Transfers		\$ 49,756
		-
		-
Related Party Transactions: None		
Total Other Detail		\$ 49,756

CHECK REGISTER

City Of College Place

Time: 16:23:05 Date: 02/16/2022

01/01/2022 To: 01/31/2022

Page: 1

Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
24	01/05/2022	Payroll	28	EFT	Eric H Adams	3,215.31	
25	01/05/2022	Payroll	28	EFT	Dennis R Anderson	2,690.17	
26	01/05/2022	Payroll	28	EFT	M Wade Antle	3,784.37	
27	01/05/2022	Payroll	28	EFT	Marianne K Barr	3,411.70	
28	01/05/2022	Payroll	28	EFT	Logan K Bartlett	1,558.98	
29	01/05/2022	Payroll	28	EFT	Robert D Benfield	5,078.63	
30	01/05/2022	Payroll	28	EFT	George R Bennett	441.17	
31	01/05/2022	Payroll	28	EFT	Jerry L Bobbitt	344.22	
32	01/05/2022	Payroll	28	EFT	Tanner R Bollinger	619.88	
33	01/05/2022	Payroll	28	EFT	John A Boose	2,956.36	
34	01/05/2022	Payroll	28	EFT	Monica H Boyle	344.22	
35	01/05/2022	Payroll	28	EFT	Brielle M Brink	2,020.49	
36	01/05/2022	Payroll	28	EFT	Noelle E Calkins	340.68	
37	01/05/2022	Payroll	28	EFT	Brian J Carleton	4,114.71	
38	01/05/2022	Payroll	28	EFT	Randall J Chamberlain	3,252.88	
39	01/05/2022	Payroll	28	EFT	Randall J Chamberlain	113.30	
40	01/05/2022	Payroll	28	EFT	Caitlin Charnley-Ovens	1,473.09	
41	01/05/2022	Payroll	28	EFT	Michael A Cleveland	344.22	
42	01/05/2022	Payroll	28	EFT	Tanner C Cole	3,839.92	
43	01/05/2022	Payroll	28	EFT	Laurencio Cota De La Cruz	2,056.34	
44	01/05/2022	Payroll	28	EFT	Kyle L Crosswhite	9.17	
45	01/05/2022	Payroll	28	EFT	Rea L Culwell	4,604.39	
46	01/05/2022	Payroll	28	EFT	Timothy W Daves	354.11	
47	01/05/2022	Payroll	28	EFT	Salvador M Diaz	4,258.40	
48	01/05/2022	Payroll	28	EFT	Shawn R Doering	3,408.84	
49	01/05/2022	Payroll	28	EFT	Emily A Downs	4,072.84	
50	01/05/2022	Payroll	28	EFT	Charles O Drury	4,221.70	
51	01/05/2022	Payroll	28	EFT	Jimmy C Duede	5,196.33	
52	01/05/2022	Payroll	28	EFT	Alexander Edison	2,261.56	
53	01/05/2022	Payroll	28	EFT	Brittney E Erb	1,497.26	
54	01/05/2022	Payroll	28	EFT	Patrick J Evensen	3,106.37	
55	01/05/2022	Payroll	28	EFT	Brian R Fortin	5,374.50	
56	01/05/2022	Payroll	28	EFT	Jeffrey R Goodson	3,574.48	
57	01/05/2022	Payroll	28	EFT	Sharam L Goodwin	1,584.10	
58	01/05/2022	Payroll	28	EFT	Jayne L Graham	361.18	
59	01/05/2022	Payroll	28	EFT	Travis B Grove	1,833.85	
60	01/05/2022	Payroll	28	EFT	Neosha K Guse	28.33	
61	01/05/2022	Payroll	28	EFT	Richard F Guse	99.14	
62	01/05/2022	Payroll	28	EFT	Scott W Hall	4,074.87	
63	01/05/2022	Payroll	28	EFT	Scott A Hanson	9.17	
64	01/05/2022	Payroll	28	EFT	Tanner M Harris	4,450.21	
65	01/05/2022	Payroll	28	EFT	Norma L Hernandez	1,274.44	
66	01/05/2022	Payroll	28	EFT	Michael C Holden	2,691.69	
67	01/05/2022	Payroll	28	EFT	Nattilie E Jackson	9.17	
68	01/05/2022	Payroll	28	EFT	Jason C James	349.11	
69	01/05/2022	Payroll	28	EFT	David M.O. Jardin	106.23	
70	01/05/2022	Payroll	28	EFT	William P Kelly	42.49	
71	01/05/2022	Payroll	28	EFT	Matthew R Kontra	356.18	
72	01/05/2022	Payroll	28	EFT	Michael A Laizure	212.46	
73	01/05/2022	Payroll	28	EFT	Joseph T Langlois	3,222.47	
74	01/05/2022	Payroll	28	EFT	Kenneth A Martin	2,451.38	
75	01/05/2022	Payroll	28	EFT	Robert McAndrews	3,518.30	
76	01/05/2022	Payroll	28	EFT	Spencer Myrlie	1,964.47	
77	01/05/2022	Payroll	28	EFT	Lisa R Neissl	2,832.34	
78	01/05/2022	Payroll	28	EFT	Trenton M Nilsson	410.75	
79	01/05/2022	Payroll	28	EFT	Ronald A Nordman	3,272.61	
80	01/05/2022	Payroll	28	EFT	Marge M Nyhagen	344.22	
81	01/05/2022	Payroll	28	EFT	Akua Owusu Ansah	88.49	
82	01/05/2022	Payroll	28	EFT	Tonya R Paffile	3,101.17	
83	01/05/2022	Payroll	28	EFT	Loren D Peterson	344.22	

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84	01/05/2022	Payroll	28	EFT	Joshua W Price	462.42	
85	01/05/2022	Payroll	28	EFT	James R Reese	3,179.67	
86	01/05/2022	Payroll	28	EFT	Brandon L Rhodes	4,423.58	
87	01/05/2022	Payroll	28	EFT	Jonathan J Rickard	6,415.31	
88	01/05/2022	Payroll	28	EFT	Michael J Rizzitiello	3,774.70	
89	01/05/2022	Payroll	28	EFT	Kristi Scherger	3,064.07	
90	01/05/2022	Payroll	28	EFT	Heather M Schermann	285.22	
91	01/05/2022	Payroll	28	EFT	Andrew D Schild	5,189.91	
92	01/05/2022	Payroll	28	EFT	DaShari C Schmick	2,382.88	
93	01/05/2022	Payroll	28	EFT	Dylan E Schmick	4,654.42	
94	01/05/2022	Payroll	28	EFT	Richard Ian E Scholl	148.72	
95	01/05/2022	Payroll	28	EFT	Melodie A Williams	339.22	
96	01/05/2022	Payroll	28	EFT	Andrea M St Clair	1,440.72	
97	01/05/2022	Payroll	28	EFT	Sherri L St. Clair	2,904.72	
98	01/05/2022	Payroll	28	EFT	Troy E Tomaras	5,577.97	
99	01/05/2022	Payroll	28	EFT	Gabriel R Torres	396.59	
100	01/05/2022	Payroll	28	EFT	Daniel I Watkins	4,637.99	
101	01/05/2022	Payroll	28	EFT	Troy J Williams	2,747.98	
102	01/05/2022	Payroll	28	EFT	David W Winter	5,793.94	
103	01/05/2022	Payroll	28	EFT	Kevin E Wolpert	2,670.99	
139	01/05/2022	Payroll	28	EFT	AWC Life Insurance	228.40	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Life Insurance
140	01/05/2022	Payroll	28	EFT	American Family Life Ins	1,238.90	Pay Cycle(s) 01/05/2022 To 01/05/2022 - AFLAC-Post Tax; Pay Cycle(s) 01/05/2022 To 01/05/2022 - AFLAC-Pre Tax
141	01/05/2022	Payroll	28	EFT	Association Of Washington Cities	70,674.51	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Health First-250; Pay Cycle(s) 01/05/2022 To 01/05/2022 - AWC Life-Emp; Pay Cycle(s) 01/05/2022 To 01/05/2022 - AWC Life-Dep; Pay Cycle(s) 01/05/2022 To 01/05/2022
142	01/05/2022	Payroll	28	EFT	City Of College Place	755.34	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Flex Spending
143	01/05/2022	Payroll	28	EFT	Empower Retirement	7,420.34	Pay Cycle(s) 01/05/2022 To 01/05/2022 - 457 Def Comp
144	01/05/2022	Payroll	28	EFT	Internal Revenue Service (Payroll)	60,214.74	941 Deposit for Pay Cycle(s) 01/05/2022 - 01/05/2022
145	01/05/2022	Payroll	28	EFT	Oregon Department Of Revenue	1,124.00	Pay Cycle(s) for OR Tax: 01/05/2022 - 01/05/2022
146	01/05/2022	Payroll	28	EFT	State Of Washington	44,057.82	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Leoff 2; Pay Cycle(s) 01/05/2022 To 01/05/2022 - Pers 2; Pay Cycle(s) 01/05/2022 To 01/05/2022 - Pers 3; Pay Cycle(s) 01/05/2022 To 01/05/2022
147	01/05/2022	Payroll	28	EFT	Washington State Support Registry	703.86	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Office Of Support Enf.
148	01/05/2022	Payroll	28	EFT	Washington Teamsters Welfare Trust	14,868.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Teamsters Dental; Pay Cycle(s) 01/05/2022 To 01/05/2022 - Teamsters Medical; Pay Cycle(s) 01/05/2022 To 01/05/2022 - Teamsters Time Loss; Pay Cycle(s) 01/05/2022

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177	01/10/2022	Claims	28	EFT	Cascade Natural Gas Corporation	2,943.29	Monthly Services; Monthly Services; Monthly Services; Monthly Services
178	01/10/2022	Claims	28	EFT	Centurylink Communications LLC	830.55	Monthly Services; Monthly Services; Monthly Services
179	01/10/2022	Claims	28	EFT	Columbia Rural Electric	791.25	Monthly Services
211	01/10/2022	Claims	28	EFT	Home Depot Credit Services	1,536.88	Home Depot; Home Depot; Home Depot; Home Depot
227	01/10/2022	Claims	28	EFT	Washington Federal Bank	2,851,048.46	Final Payment For SWSEWER Financing
247	01/14/2022	Payroll	28	EFT	Eric H Adams	1,414.01	
248	01/14/2022	Payroll	28	EFT	Dennis R Anderson	1,601.85	
249	01/14/2022	Payroll	28	EFT	M Wade Antle	230.87	
250	01/14/2022	Payroll	28	EFT	John A Boose	1,523.31	
251	01/14/2022	Payroll	28	EFT	Brian J Carleton	2,485.70	
252	01/14/2022	Payroll	28	EFT	Tanner C Cole	1,211.58	
253	01/14/2022	Payroll	28	EFT	Laurencio Cota De La Cruz	1,320.62	
254	01/14/2022	Payroll	28	EFT	Rea L Culwell	2,448.52	
255	01/14/2022	Payroll	28	EFT	Salvador M Diaz	1,576.46	
256	01/14/2022	Payroll	28	EFT	Shawn R Doering	1,015.71	
257	01/14/2022	Payroll	28	EFT	Alexander Edison	1,833.97	
258	01/14/2022	Payroll	28	EFT	Patrick J Evensen	1,929.73	
259	01/14/2022	Payroll	28	EFT	Jeffrey R Goodson	230.87	
260	01/14/2022	Payroll	28	EFT	Sharam L Goodwin	1,175.55	
261	01/14/2022	Payroll	28	EFT	Travis B Grove	1,258.76	
262	01/14/2022	Payroll	28	EFT	Michael C Holden	1,052.21	
263	01/14/2022	Payroll	28	EFT	Joseph T Langlois	1,434.86	
264	01/14/2022	Payroll	28	EFT	Kenneth A Martin	406.56	
265	01/14/2022	Payroll	28	EFT	Robert McAndrews	3,536.35	
266	01/14/2022	Payroll	28	EFT	Spencer Myrlie	1,517.34	
267	01/14/2022	Payroll	28	EFT	Lisa R Neissl	1,600.25	
268	01/14/2022	Payroll	28	EFT	Michael J Rizzitiello	3,516.78	
269	01/14/2022	Payroll	28	EFT	DaShari C Schmick	1,011.37	
270	01/14/2022	Payroll	28	EFT	Dylan E Schmick	1,133.21	
271	01/14/2022	Payroll	28	EFT	Andrea M St Clair	1,236.11	
272	01/14/2022	Payroll	28	EFT	Daniel I Watkins	1,520.51	
273	01/14/2022	Payroll	28	EFT	Troy J Williams	1,695.60	
274	01/14/2022	Payroll	28	EFT	Internal Revenue Service (Payroll)	10,048.56	941 Deposit for Pay Cycle(s) 01/14/2022 - 01/14/2022
322	01/18/2022	Payroll	28	EFT	WA St. Dept Of Labor & Industries	25,747.35	4TH Quarter L&I: 10/01/2021 - 12/31/2021
324	01/18/2022	Payroll	28	EFT	Oregon Department Of Revenue-Transit	47.60	Pay Cycle(s) 10/01/2021 To 12/31/2021 - Oregon Statewide Transit Tax
433	01/25/2022	Claims	28	EFT	Amazon Business Prime	76.26	AP Supplies
434	01/25/2022	Claims	28	EFT	Centurylink Communications LLC	56.86	Monthly Services
435	01/25/2022	Claims	28	EFT	Home Depot Credit Services	480.89	Home Depot; Home Depot; Home Depot; Home Depot
436	01/25/2022	Claims	28	EFT	Pacific Power & Light	17,589.33	Monthly Services
437	01/25/2022	Claims	28	EFT	Quill Corporation	606.27	Supplies; Supplies; Office Supplies; Supplies
438	01/25/2022	Claims	28	EFT	WA St. Dept Of Revenue	15,320.71	December 2021 Excise Tax; Written From Use Tax Report
483	01/25/2022	Claims	28	EFT	Banner Bank Credit Cards	4,659.57	CH-9343; CH-9384; PD-9475; FD-9965; CD-5296

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498	01/10/2022	Claims	28	EFT	CenturyLink Communications LLC	9.37	Monthly Services
550	01/28/2022	Payroll	28	EFT	ESD - PFMLA	3,673.35	Pay Cycle(s) 10/01/2021 To 12/31/2021 - PFMLA
566	01/31/2022	Claims	28	EFT	Verizon Wireless	2,755.35	Monthly Services
1030	01/31/2022	Claims	28	EFT	WA St. Dept Of Licensing	93.00	December 2021 CPL
1031	01/04/2022	Claims	28	EFT	Xpress Solutions, Inc.	1,017.78	January 2022 Xpress Bill Pay
1032	01/04/2022	Claims	28	EFT	Paymentech	221.18	Paymentech Fees - General Payments
1033	01/04/2022	Claims	28	EFT	Paymentech	2,012.05	Paymentech Fees - Utility Payments
1034	01/28/2022	Claims	28	EFT	Community Bank	40.00	ACH Annual Subscription Fee
1035	01/31/2022	Claims	28	EFT	Community Bank	17.50	Internal Banking ACH Batch
149	01/05/2022	Payroll	28	52435	American Legal Services	57.92	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Teamsters Legal Defense Fund
150	01/05/2022	Payroll	28	52436	College Place Fire Fighters Assn.	65.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - CP Volunteer Fire
151	01/05/2022	Payroll	28	52437	Fraternal Order Of Police	280.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Fraternal Order Of Police
152	01/05/2022	Payroll	28	52438	C/O BMCU Acct. 59881001 IAFF Local 4203	250.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - IAFF Local 4203
153	01/05/2022	Payroll	28	52439	Life Flight Network Foundation	2,183.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Life Flight
154	01/05/2022	Payroll	28	52440	Marianne Barr C/O CPPD Emp Donations	147.50	Pay Cycle(s) 01/05/2022 To 01/05/2022 - CP Police Fund
155	01/05/2022	Payroll	28	52441	Teamsters - Police	635.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Union Dues -
156	01/05/2022	Payroll	28	52442	Teamsters - Public Employees	728.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Union Dues - PW
157	01/05/2022	Payroll	28	52443	United Way of The Blue Mountains	5.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - Donation - United Way
158	01/05/2022	Payroll	28	52444	WSCFF Employee Benefit Trust	375.00	Pay Cycle(s) 01/05/2022 To 01/05/2022 - WSCFF Emp Ben Trust
203	01/10/2022	Claims	28	79492	WA St. Board Of Volunteer Firefighters	370.00	2022 Reserve Officers Pension & Disability Fees
431	01/25/2022	Claims	28	79496	Jeffrey Hill	2,000.00	Gatherer Statue
445	01/25/2022	Claims	28	79497	City Of College Place-General	11,489.21	Permit 2022.0005.CO0001 - Well House; ROW Permit 2022.0004.RW0001
481	01/25/2022	Claims	28	79498	Kevin Wolpert	236.00	Reimbursement For CDL Renewal Fees; 2022 Clothing Allowance Reimbursement
475	01/25/2022	Claims	28	79499	WA St. Good Roads and	250.00	2022 Membership Dues - H. Schermann & M. Rizzitiello
496	01/26/2022	Claims	28	79500	Postmaster	859.42	Utility Bulk Postage - February 2022 Statements
180	01/10/2022	Claims	28	105954	AWC Drug & Alcohol	585.00	2022 AWC Drug & Alcohol Consortium Membership
181	01/10/2022	Claims	28	105955	AWC Workers' Comp Retro Program	7,284.44	2022 AWC Workers' Comp Retro Program Membership
182	01/10/2022	Claims	28	105956	Association Of Washington Cities	10,265.00	2022 AWC GIS Consortium Tier 1; 2022 AWC City Membership
183	01/10/2022	Claims	28	E105957	CenturyLink Communications LLC	9.37	Monthly Services
184	01/10/2022	Claims	28	105958	City Of College Place-General	3,855.21	Monthly Services;;;

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185	01/10/2022	Claims	28	105959	Columbia Soft Corporation	7,326.38	Annual Subscription 3/1/22 - 2/28/23
186	01/10/2022	Claims	28	105960	Exchange Club	175.00	Q1 2022 Dues - M.Rizzitiello
187	01/10/2022	Claims	28	105961	GHA Technologies, Inc.	629.37	GFI Achiever License Renewal- 2/1/22-1/31/23
188	01/10/2022	Claims	28	105962	Governmentjobs.com, Inc.	3,899.07	2022 NEOGOV E-Forms Software Module
189	01/10/2022	Claims	28	105963	KnowBe4 Inc.	2,661.19	Automated Security Awareness Software 12/30/21 - 1/29/2023
190	01/10/2022	Claims	28	105964	Leroy Survey Consulting	150.00	225 Larch Water Service
191	01/10/2022	Claims	28	105965	Municipal Code Corporation	1,250.00	Annual Web Hosting (Munidocs) 1/1/2022 - 12/31/2022
192	01/10/2022	Claims	28	105966	NextRequest Co.	5,348.66	PRA Annual Software Subscription - 2022
193	01/10/2022	Claims	28	105967	Northstar Chemical, INC.	1,591.37	Sodium Hypochlorite
194	01/10/2022	Claims	28	105968	Outwest Printing	522.93	Fold/Stuff Utility Statements For January 2022
195	01/10/2022	Claims	28	105969	Planning Association Of Washington	450.00	2022 PAW Membership
196	01/10/2022	Claims	28	105970	PocketiNet Communications Inc	450.00	Monthly Internet Service
197	01/10/2022	Claims	28	105971	Port Of Walla Walla	1,200.00	State Representation
198	01/10/2022	Claims	28	105972	Revize LLC	5,900.00	Annual Software Subscription- 2022
199	01/10/2022	Claims	28	105973	Rexel USA, Inc.(dba Platt Electric)	39,600.19	Supplies; Street Lights
200	01/10/2022	Claims	28	105974	Rotary Club Of Walla Walla	222.00	Q1 2022 Quarterly Dues - M.Rizzitiello
201	01/10/2022	Claims	28	105975	SBRK Finance Holdings, Inc.	13,888.18	2022 Springbrook Express
202	01/10/2022	Claims	28	105976	WA St Association of Municipal Attorneys	30.00	WSAMA 2022 Membership - R.Culwell Member ID 43555
204	01/10/2022	Claims	28	105977	WA St. Dept Of Ecology	5,250.00	L9900018B #40- Phase 2 Loan Final Pmt
205	01/10/2022	Claims	28	105978	WA St. University	2,585.00	Pacific NW Clerks Institute - PD IV - L.Neissl; Pacific NW Clerks Institute - PD I - S.StClair
206	01/10/2022	Claims	28	105979	Walla Walla Valley Metropolitan	3,888.00	2022 Member Dues
207	01/10/2022	Claims	28	105980	Washington Cities Insurance Authority	264,233.00	2022 City & Liability Insurance
208	01/10/2022	Claims	28	105981	Washington State Bar Association	468.98	Washington State Bar Association Membership 2022 - R.Culwell
209	01/10/2022	Claims	28	105982	Watts Regulator Company	9,191.25	Syncta Backflow Software; Syncta Backflow Software
567	01/31/2022	Claims	28	105983	ERS Emergency Responder Services Inc	4,151.46	Radio Installation; Radio Installation
439	01/25/2022	Claims	28	106060	123 Printing	326.70	Business Cards - T.Harris; Envelopes - PD; Business Cards - B.Rhodes
440	01/25/2022	Claims	28	106061	Abadan Tri-Cities	326.38	Copy Machine Maintenance
441	01/25/2022	Claims	28	106062	Axon Enterprise, Inc.	39,301.58	Annual Subscription - PD Body Cameras; Additional Axon License - Evidence.com
442	01/25/2022	Claims	28	106063	Benton Franklin & WW Co.	100.00	2022 Membership Dues - H.Schermann & M.Rizzitello
443	01/25/2022	Claims	28	106064	Bound Tree Medical, LLC.	92.12	EMS Supplies; EMS Supplies
444	01/25/2022	Claims	28	106065	Chem-Aqua	271.75	Contract Water Treatment Program-FD Tower
446	01/25/2022	Claims	28	106066	Rachel Lynn Cortez	4,270.83	Indigent Defense Services - January 2021
447	01/25/2022	Claims	28	106067	Corwin Ford - Tri Cities	30.28	Parts
448	01/25/2022	Claims	28	106068	Rea L Culwell	35.00	Reimbursement For Training
449	01/25/2022	Claims	28	106069	Dash Medical Gloves, Inc.	404.14	Nitrile Exam Gloves

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450	01/25/2022	Claims	28	106070	Evergreen Rural Water Of Washington	700.00	2022 Annual Membership Dues
451	01/25/2022	Claims	28	106071	Fastenal Company	57.46	Supplies
452	01/25/2022	Claims	28	106072	Foster Garvey PC	14,500.00	Sewer Revenue Bond- Legal Services Bond Counsel
453	01/25/2022	Claims	28	106073	GNAT Enterprises	240.00	Transportation Service- D. Lepiane; Transportation Service- D. Lepiane; Transportation Service- D. Lepiane
454	01/25/2022	Claims	28	106074	Humbert Asphalt, Inc.	1,278.23	Rock; Rock
455	01/25/2022	Claims	28	106075	InterMountain Education Service District	18,303.09	Synology DiskStation; Internal Hard Drive; Technology Support Per Contract
456	01/25/2022	Claims	28	106076	Jones Truck & Implement	83.38	Supplies; Supplies; Parts
457	01/25/2022	Claims	28	106077	Kenneth Cole Counseling, PS	600.00	PD Pysch Eval
458	01/25/2022	Claims	28	106078	Leroy Survey Consulting	1,050.00	Pass Through - Villages Phases XII & XIII Preliminary Plat Review; McKeirnan ROW Easement
459	01/25/2022	Claims	28	106079	Les Schwab Tire Center - CP	3,343.52	Tires; Repair Maintenance
460	01/25/2022	Claims	28	106080	Municipal Code Corporation	1,670.00	Supplement 10, Update 5
461	01/25/2022	Claims	28	106081	Municipal Emergency Services, Inc.	2,217.48	Helmets
462	01/25/2022	Claims	28	106082	OXARC Inc	211.88	Supplies; Supplies
463	01/25/2022	Claims	28	106083	PacWest Machinery LLC	207.21	Parts
464	01/25/2022	Claims	28	106084	Pape Machinery, Inc.	31.48	Parts
465	01/25/2022	Claims	28	106085	Pitney Bowes Postage By Phone	1,600.00	Replenish Postage Meter
466	01/25/2022	Claims	28	106086	PocketiNet Communications Inc	18,835.40	Monthly Internet Service & Installation
467	01/25/2022	Claims	28	106087	Rexel USA, Inc.(dba Platt Electric)	41,456.44	Street Lights; Supplies
468	01/25/2022	Claims	28	106088	Snap On Tools - Dan's Tool Truck	197.62	Shop Tools
469	01/25/2022	Claims	28	106089	Stryker Sales Corporation	25,230.50	Autoloader For New Abulance
470	01/25/2022	Claims	28	106090	TIAA Commercial Finance, Inc.	233.75	Monthly Lease - Copy Machine
471	01/25/2022	Claims	28	106091	The Bancorp Bank	7,175.09	72 Month Lease Rental - 2021 Dodge Charger
472	01/25/2022	Claims	28	106092	ULINE	186.52	PD Supplies
473	01/25/2022	Claims	28	106093	WA St. Dept Of Enterprise Services	400.00	2022 1033/LESO Program Annual Participation Fee
474	01/25/2022	Claims	28	106094	WA St. Dept Of Labor & Industries	34.80	2022 Annual Operating Certificate
476	01/25/2022	Claims	28	106095	Walla Walla County Auditor	24,867.50	CP Share 2022 County Budget - Voter Registration
477	01/25/2022	Claims	28	106096	Walla Walla Regional Water Testing Servi	297.00	Water Testing
478	01/25/2022	Claims	28	106097	Walla Walla Union Bulletin	291.34	Job Ab 2022 - Mechanic
479	01/25/2022	Claims	28	106098	The Wesley Group	2,325.00	Labor Relations - PW
480	01/25/2022	Claims	28	106099	Wex Payments, Inc.	225.77	Refund Acct 13863 - Case # 01022806
482	01/25/2022	Claims	28	106100	Zumar Industries, Inc.	307.90	Parking Signs
789	01/31/2022	Claims	30	EFT	Navia Benefit Solutions	275.58	Health Care FSA Disbursement- Wk Ending 12/31/21
790	01/10/2022	Claims	30	EFT	Navia Benefit Solutions	59.96	Health Care FSA Disbursement- Wk Ending 1/6/2022
791	01/10/2022	Claims	30	EFT	Navia Benefit Solutions	100.00	FSA Participation Fees 12/01/21-12/31/21
792	01/18/2022	Claims	30	EFT	Navia Benefit Solutions	187.82	Health Care FSA Disbursement- Wk Ending 1/14/2022
793	01/25/2022	Claims	30	EFT	Navia Benefit Solutions	15.55	Health Care FSA Disbursement- Wk Ending 1/21/2022

CHECK REGISTER

City Of College Place

Time: 16:23:05 Date: 02/16/2022

01/01/2022 To: 01/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
			511		Legislative	27,079.47	
			512		Municipal Court	4,270.83	
			513		Executive	11,851.98	
			514		Finance & Administration	9,832.59	
			515		Legal	9,307.28	
			516		Personnel	12,960.46	
			517		Employee Benefit Program	100.00	
			519		Other General Gov Services	75,839.40	
			520		City Clerk/Records	16,099.96	
			521		Law Enforcement	163,717.88	
			522		Fire Control	43,099.54	
			524		Building Inspection	16,370.19	
			526		Emergency Medical Services	34,351.93	
			558		Planning/Community Development	16,027.80	
			573		Spectator & Community Events	727.80	
			576		Parks & Recreation	28,624.37	
			589		Non-Expenditures	18,032.37	
			001		Current Expense Fund	488,293.85	
			518		Data Processing Services	71,472.48	
			012		Technology Reserve Fund	71,472.48	
			517		Employee Benefit Program	982.50	
			061		Employee Benefit Reserve Fund	982.50	
			542		Road & Street Maintenance	23,728.88	
			543		Road & Street General Admin.	31,912.70	
			544		Engineering	1,783.51	
			100		Street Fund	57,425.09	
			521		Law Enforcement	18,143.50	
			120		Criminal Justice Fund	18,143.50	
			521		Law Enforcement	7,175.09	
			522		Fire Control	29,381.96	
			320		Equipment Reserve Fund	36,557.05	
			542		Road & Street Maintenance	80,916.28	
			330		Economic Development Fund	80,916.28	
			006		Charges For Goods & Services	104.91	
			534		Water Utilities	149,392.32	
			400		Water Fund	149,497.23	
			006		Charges For Goods & Services	92.43	
			535		Wastewater Utilities	104,132.86	
			401		Wastewater Fund	104,225.29	
			006		Charges For Goods & Services	23.19	
			531		Stormwater	40,430.16	
			402		Stormwater Fund	40,453.35	
			534		Water Utilities	11,489.21	
			410		Water Capital Reserve Fund	11,489.21	
			535		Wastewater Utilities	2,865,548.46	
			411		Wastewater Capital Reserve Fund	2,865,548.46	
			591		Interest & Debt Service	5,250.00	

CHECK REGISTER

City Of College Place

Time: 16:23:05 Date: 02/16/2022

01/01/2022 To: 01/31/2022

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Trans	Date	Type	Acct #	Chk #	Claimant	Amount	Memo
		412 Wastewater Debt Service Fund				5,250.00	
		006 Charges For Goods & Services				5.24	
		413 Water Capital Improvement Reserve Fund				5.24	
		548 Equipment Rental & Replacement				67,442.34	
		500 Equipment Rental & Replacement				67,442.34	
		589 Non-Expenditures				538.91	
		625 Flexible Benefits Plan Fund				538.91	
							Claims: 3,528,328.28
* Transaction Has Mixed Revenue And Expense Accounts						3,998,240.78	Payroll: 469,912.50

WE, the City Administrator and the City Finance Director of the City of College Place, Walla Walla County, Washington, DO HEREBY certify that the merchandise and services listed above have been received, are appropriate business expenditures of the City of College Place, are an accounting of all expenditures for the period described, and that the related vouchers and checks have been properly documented and approved by City Management.

City Administrator  DocuSigned by: CC49F05EFDAA47C... Finance Director  DocuSigned by: 082AF622633743F...

WE, the undersigned members of the City Council of the City of College Place, Walla Walla County, Washington, representing the entire Council in attendance, DO HEREBY certify that the Council has reviewed the above list of expenditures and related vouchers or checks for the period described, has discussed any concerns with City Management and Staff and has had any such concerns answered adequately. We further certify that the above list of expenditures has been approved by the City of College Place City Council, DATED this _____ day of _____, 2022.

X _____ X _____ X _____
Councilmember Councilmember Councilmember

TREASURER'S REPORT**Fund Totals**

City Of College Place

Time: 13:26:54 Date: 02/17/2022

01/01/2022 To: 01/31/2022

Page: 1

Fund	Previous Balance	Revenue	Expenditures	Ending Balance	Claims Clearing	Payroll Clearing	Outstanding Deposits	Adjusted Ending Balance
001 Current Expense Fund	4,041,207.06	438,949.75	488,383.30	3,991,773.51	11,587.31	3,358.66	-5,514.75	4,001,204.73
005 Current Expense Reserve Fund	377,708.51	-725.10	1.64	376,981.77	0.00	0.00	0.00	376,981.77
012 Technology Reserve Fund	263,910.48	-506.63	70,844.26	192,559.59	11,800.00	0.00	0.00	204,359.59
061 Employee Benefit Reserve Fund	342,845.16	-658.16	983.99	341,203.01	0.00	0.00	0.00	341,203.01
100 Street Fund	255,391.92	13,777.49	57,426.20	211,743.21	6,512.87	82.93	0.00	218,339.01
120 Criminal Justice Fund	45,539.60	3,618.50	18,143.70	31,014.40	0.00	3.98	0.00	31,018.38
121 Forfeited Proceeds Fund	2,056.76	-3.94	0.01	2,052.81	0.00	0.00	0.00	2,052.81
130 Hotel/Motel Tax	36,064.23	1,439.82	0.16	37,503.89	0.00	0.00	0.00	37,503.89
201 ULTGO Bond Fund	15,509.44	0.30		15,509.74	0.00	0.00	0.00	15,509.74
235 Commercial Drive Bond Debt Service Fund	143,705.70	8.05	0.43	143,713.32	0.00	0.00	0.00	143,713.32
301 Street Capital Contribution Fund	4,135.00	0.15		4,135.15	0.00	0.00	0.00	4,135.15
305 Capital Improvement Fund (REET)	467,657.22	9,204.94	2.03	476,860.13	0.00	0.00	0.00	476,860.13
306 Capital Improvement Fund (REET 2)	1,247,975.84	7,706.96	5.43	1,255,677.37	0.00	0.00	0.00	1,255,677.37
309 CDBG Projects Fund	0.15	0.01		0.16	0.00	0.00	0.00	0.16
311 Street Improvement Fund	186,386.87	-357.82	0.81	186,028.24	0.00	0.00	0.00	186,028.24
315 Facility Maintenance Reserve Fund (CE)	477,136.16	-915.96	2.07	476,218.13	0.00	0.00	0.00	476,218.13
320 Equipment Reserve Fund	458,264.00	-879.73	36,559.04	420,825.23	4,151.46	0.00	0.00	424,976.69
330 Economic Development Fund	601,324.89	20.43	80,916.28	520,429.04	0.00	0.00	0.00	520,429.04
340 Economic Development Reserve Fund	64.86	0.00		64.86	0.00	0.00	0.00	64.86
400 Water Fund	474,793.74	128,973.05	169,625.37	434,141.42	13,984.11	180.70	-26,116.64	422,189.59
401 Wastewater Fund	753,009.38	238,094.44	133,660.99	857,442.83	6,245.99	69.35	-43,530.23	820,227.94
402 Stormwater Fund	568,682.17	53,791.45	40,432.63	582,040.99	3,499.40	71.87	-7,801.65	577,810.61
403 Stormwater Capital Reserve Fund	112,923.10	-216.78	0.49	112,705.83	0.00	0.00	0.00	112,705.83
410 Water Capital Reserve Fund	1,510,623.25	3,982.59	11,495.26	1,503,110.58	0.00	0.00	0.00	1,503,110.58
411 Wastewater Capital Reserve Fund	1,833,053.33	2,837,981.08	2,865,556.43	1,805,477.98	0.00	0.00	0.00	1,805,477.98
412 Wastewater Debt Service Fund	332,301.58	46,409.04	5,281.00	373,429.62	165.33	0.00	-9,233.56	364,361.39
413 Water Capital Improvement Reserve Fund	1,078,054.73	76,450.45	3.23	1,154,501.95	293.70	0.00	-15,575.25	1,139,220.40
425 Water Revenue Bond Fund	338,695.22	18.98	1.02	338,713.18	0.00	0.00	0.00	338,713.18
426 Water Bond Reserve Fund	143,931.60	8.07	0.43	143,939.24	0.00	0.00	0.00	143,939.24
431 Water System Construction Fund	1,194,518.71	-2,293.12	5.19	1,192,220.40	0.00	0.00	0.00	1,192,220.40
500 Equipment Rental & Replacement	199,078.98	-86.53	67,443.23	131,549.22	2,881.79	28.78	0.00	134,459.79
625 Flexible Benefits Plan Fund	12,953.08	755.45	538.91	13,169.62	0.00	0.00	0.00	13,169.62
	17,519,502.72	3,854,547.23	4,047,313.53	17,326,736.42	61,121.96	3,796.27	-107,772.08	17,283,882.57

TREASURER'S REPORT**Account Totals**

City Of College Place

Time: 13:26:54 Date: 02/17/2022

01/01/2022 To: 01/31/2022

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Cash Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
2	2 Petty Cash	1,150.00	0.00	0.00	1,150.00	0.00	0.00	1,150.00
12	12 Banner #2526 Gen Acct	368,293.39	647.08	71.88	368,868.59	0.00	2,178.29	371,046.88
25	25 US Bank #2494 MIA	51,358.34	1,016,250.29	981,994.31	85,614.32	0.00	0.00	85,614.32
26	26 CB #2204 CDBG Project	1,017.42	0.01	0.00	1,017.43	0.00	0.00	1,017.43
27	27 CB #2255 Farm Market	2,926.92	0.03	0.00	2,926.95	0.00	0.00	2,926.95
28	28 CB #2158 Public Funds Check	5,316,437.61	3,918,165.06	3,997,731.87	5,236,870.80	-107,772.08	62,739.94	5,191,838.66
29	29 CB #2263 Travel Adv	4,753.83	0.04	0.00	4,753.87	0.00	0.00	4,753.87
30	30 CB #2166 Flex Spend	12,834.77	855.45	638.91	13,051.31	0.00	0.00	13,051.31
31	31 CB #2220 Public Funds Acct	2,000,136.89	149.04	135.89	2,000,150.04	0.00	0.00	2,000,150.04
32	32 CB #2174 Dev Escrow Acct	8,127.39	0.07	0.00	8,127.46	0.00	0.00	8,127.46
33	33 CB #2298 Pub Funds Inv	501,067.15	4.26	0.00	501,071.41	0.00	0.00	501,071.41
34	34 CB #2182 Capital Mitigation	17,077.27	0.15	0.00	17,077.42	0.00	0.00	17,077.42
35	35 CB #2271 Projects	2,002,792.29	17.01	0.00	2,002,809.30	0.00	0.00	2,002,809.30
36	36 CB #2247 Complete Streets M	405,734.91	3.42	88,374.18	317,364.15	0.00	0.00	317,364.15
Total Cash:		10,693,708.18	4,936,091.91	5,068,947.04	10,560,853.05	-107,772.08	64,918.23	10,517,999.20
Investment Accounts		Beg Balance	Deposits	Withdrawals	Ending	Outstanding Rec	Outstanding Exp	Adj Balance
4	Acct#00410 LGIP	2,356,306.54	193.99	12.16	2,356,488.37	0.00	0.00	2,356,488.37
24	24 US Bank #0609 Safekeeping I	4,469,488.00	956,157.00	1,016,250.00	4,409,395.00	0.00	0.00	4,409,395.00
Total Investments:		6,825,794.54	956,350.99	1,016,262.16	6,765,883.37	0.00	0.00	6,765,883.37
		17,519,502.72	5,892,442.90	6,085,209.20	17,326,736.42	-107,772.08	64,918.23	17,283,882.57

TREASURER'S REPORT**Fund Investments By Account**

City Of College Place

Time: 13:26:54 Date: 02/17/2022

01/01/2022 To: 01/31/2022

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Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
235 000 Commercial Drive Bond Debt Service Fund	83,499.14		6.87	6.87	4,555.02	78,950.99
410 000 Water Equipment Reserve Fund	1,172,903.44		96.56	96.56	6.05	1,172,993.95
412 000 Wastewater Debt Service Fund	193,081.39	12,052.68	15.90	12,068.58	1.00	205,148.97
413 000 Water Capital Reserve Fund	626,395.79	7,798.23	51.57	7,849.80	3.23	634,242.36
425 000 Water & Sewer Revenue Bond Fund	196,796.37		16.20	16.20	10,735.58	186,076.99
426 000 2007 Water/Sewer Bond Reserve Fund	83,630.41		6.89	6.89	4,562.19	79,075.11
4 - Acct#00410 LGIP	2,356,306.54	19,850.91	193.99	20,044.90	19,863.07	2,356,488.37
001 000 Current Expense Fund	1,354,164.87	303,519.13	-7,810.63	295,708.50	307,903.32	1,341,970.05
005 000 Current Expense Reserve Fund	126,566.05	29,677.15	-730.03	28,947.12	28,777.96	126,735.21
012 000 Technology Reserve Fund	88,433.55	19,428.69	-510.08	18,918.61	42,616.72	64,735.44
061 000 Employee Benefit Reserve Fund	114,883.71	26,607.57	-662.63	25,944.94	26,121.69	114,706.96
100 000 Street Fund	85,579.08	18,801.53	-493.60	18,307.93	32,702.35	71,184.66
120 000 Criminal Justice Fund	15,259.83	3,352.53	-88.03	3,264.50	8,097.79	10,426.54
121 000 Forfeited Proceeds Fund	689.20	161.60	-3.97	157.63	156.71	690.12
130 000 Hotel/Motel Tax	12,084.73	3,340.91	-69.70	3,271.21	2,747.74	12,608.20
305 000 Capital Improvemnt Fund (REET)	156,706.89	40,140.93	-903.86	39,237.07	35,631.25	160,312.71
306 000 Capital Improvement Fund (REET 2)	418,183.24	101,451.72	-2,412.01	99,039.71	95,084.42	422,138.53
309 000 Myra Road Fund	0.05					0.05
311 000 Street Improvement Fund	62,456.23	14,644.69	-360.24	14,284.45	14,200.98	62,539.70
315 000 Facility Maintenance Reserve Fund (CE)	159,883.18	37,489.28	-922.18	36,567.10	36,353.40	160,096.88
320 000 Equipment Reserve Fund	153,559.32	33,736.68	-885.71	32,850.97	44,935.62	141,474.67
400 000 Water Fund	159,098.26	34,953.50	-917.66	34,035.84	47,182.74	145,951.36
401 000 Wastewater Fund	252,325.32	94,761.04	-1,455.37	93,305.67	57,372.50	288,258.49
402 000 Stormwater Fund	190,559.26	49,541.11	-1,099.12	48,441.99	43,328.43	195,672.82
403 000 Stormwater Capital Reserve Fund	37,839.31	8,872.50	-218.25	8,654.25	8,603.67	37,889.89
411 000 Wastewater Equip Reserve Fund	614,236.39	135,941.11	-3,542.82	132,398.29	139,662.02	606,972.66
431 000 Water System Construction Fund	400,270.33	93,855.17	-2,308.69	91,546.48	91,011.49	400,805.32

TREASURER'S REPORT**Fund Investments By Account**

City Of College Place

Time: 13:26:54 Date: 02/17/2022

01/01/2022 To: 01/31/2022

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Fund Totals:	Previous Balance	Purchases	Interest	Total Investments	Liquidated	Ending Balance
500 000 Equipment Rental & Replacement	66,709.20	14,655.89	-384.73	14,271.16	36,755.62	44,224.74
24 - 24 US Bank #0609 Safekee	4,469,488.00	1,064,932.73	-25,779.31	1,039,153.42	1,099,246.42	4,409,395.00
	6,825,794.54	1,084,783.64	-25,585.32	1,059,198.32	1,119,109.49	6,765,883.37

TREASURER'S REPORT**Fund Investment Totals**

City Of College Place

Time: 13:26:54 Date: 02/17/2022

01/01/2022 To: 01/31/2022

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Fund Totals:	Previous Balance	Purchases	Interest	Ttl Investments	Liquidated	Investment Bal	Available Cash
001 Current Expense Fund	1,354,164.87	303,519.13	-7,810.63	295,708.50	307,903.32	1,341,970.05	2,649,803.46
005 Current Expense Reserve Fund	126,566.05	29,677.15	-730.03	28,947.12	28,777.96	126,735.21	250,246.56
012 Technology Reserve Fund	88,433.55	19,428.69	-510.08	18,918.61	42,616.72	64,735.44	127,824.15
061 Employee Benefit Reserve Fund	114,883.71	26,607.57	-662.63	25,944.94	26,121.69	114,706.96	226,496.05
100 Street Fund	85,579.08	18,801.53	-493.60	18,307.93	32,702.35	71,184.66	140,558.55
120 Criminal Justice Fund	15,259.83	3,352.53	-88.03	3,264.50	8,097.79	10,426.54	20,587.86
121 Forfeited Proceeds Fund	689.20	161.60	-3.97	157.63	156.71	690.12	1,362.69
130 Hotel/Motel Tax	12,084.73	3,340.91	-69.70	3,271.21	2,747.74	12,608.20	24,895.69
201 ULTGO Bond Fund						0.00	15,509.74
235 Commercial Drive Bond Debt Service Fund	83,499.14		6.87	6.87	4,555.02	78,950.99	64,762.33
301 Street Capital Contribution Fund						0.00	4,135.15
305 Capital Improvement Fund (REET)	156,706.89	40,140.93	-903.86	39,237.07	35,631.25	160,312.71	316,547.42
306 Capital Improvement Fund (REET 2)	418,183.24	101,451.72	-2,412.01	99,039.71	95,084.42	422,138.53	833,538.84
309 CDBG Projects Fund	0.05					0.05	0.11
311 Street Improvement Fund	62,456.23	14,644.69	-360.24	14,284.45	14,200.98	62,539.70	123,488.54
315 Facility Maintenance Reserve Fund (CE)	159,883.18	37,489.28	-922.18	36,567.10	36,353.40	160,096.88	316,121.25
320 Equipment Reserve Fund	153,559.32	33,736.68	-885.71	32,850.97	44,935.62	141,474.67	279,350.56
330 Economic Development Fund						0.00	520,429.04
340 Economic Development Reserve Fund						0.00	64.86
400 Water Fund	159,098.26	34,953.50	-917.66	34,035.84	47,182.74	145,951.36	288,190.06
401 Wastewater Fund	252,325.32	94,761.04	-1,455.37	93,305.67	57,372.50	288,258.49	569,184.34
402 Stormwater Fund	190,559.26	49,541.11	-1,099.12	48,441.99	43,328.43	195,672.82	386,368.17
403 Stormwater Capital Reserve Fund	37,839.31	8,872.50	-218.25	8,654.25	8,603.67	37,889.89	74,815.94
410 Water Capital Reserve Fund	1,172,903.44		96.56	96.56	6.05	1,172,993.95	330,116.63
411 Wastewater Capital Reserve Fund	614,236.39	135,941.11	-3,542.82	132,398.29	139,662.02	606,972.66	1,198,505.32
412 Wastewater Debt Service Fund	193,081.39	12,052.68	15.90	12,068.58	1.00	205,148.97	168,280.65
413 Water Capital Improvement Reserve Fund	626,395.79	7,798.23	51.57	7,849.80	3.23	634,242.36	520,259.59
425 Water Revenue Bond Fund	196,796.37		16.20	16.20	10,735.58	186,076.99	152,636.19
426 Water Bond Reserve Fund	83,630.41		6.89	6.89	4,562.19	79,075.11	64,864.13
431 Water System Construction Fund	400,270.33	93,855.17	-2,308.69	91,546.48	91,011.49	400,805.32	791,415.08
500 Equipment Rental & Replacement	66,709.20	14,655.89	-384.73	14,271.16	36,755.62	44,224.74	87,324.48
625 Flexible Benefits Plan Fund						0.00	13,169.62
	6,825,794.54	1,084,783.64	-25,585.32	1,059,198.32	1,119,109.49	6,765,883.37	10,560,853.05

Ending fund balance (Page 1) - Investment balance = Available cash.

17,326,736.42

CASH FLOW REPORTCity of College Place
YTD 2022**REVENUES**

Fund #	Fund Name	January*	February	March	April	May	June	July	August	September	October	November	December	YTD
001	Current Expense Fund	\$438,950												\$438,950
5	Current Expense Fund Reserve	(725)												(725)
12	Technology Reserve Fund	(507)												(507)
61	Employee Benefit Reserve Fund	(658)												(658)
100	Street Fund	13,777												13,777
120	Criminal Justice Fund	3,619												3,619
121	Forfeited Proceeds Fund	(4)												(4)
130	Hotel/Motel Tax	1,440												1,440
201	ULTGO Bond Fund	0												0
235	Commercial Drive Bond Debt Service Fund	8												8
301	Street Capital Contribution Fund	0												0
305	Capital Improvement Fund (REET)	9,205												9,205
306	Capital Improvement Fund (REET 2)	7,707												7,707
309	CDBG Projects Fund	0												0
311	Street Improvement Fund	(358)												(358)
315	Facility Maintenance Reserve Fund (CE)	(916)												(916)
320	Equipment Reserve Fund	(880)												(880)
330	Economic Development Fund	20												20
340	Economic Development Reserve Fund													-
400	Water Fund	128,973												128,973
401	Wastewater Fund	238,094												238,094
402	Stormwater Fund	53,791												53,791
403	Stormwater Capital Reserve Fund	(217)												(217)
410	Water Capital Reserve Fund	3,983												3,983
411	Wastewater Capital Reserve Fund	2,837,981												2,837,981
412	Wastewater Debt Service Fund	46,409												46,409
413	Water Capital Improvement Reserve Fund	76,450												76,450
425	Water & Sewer Revenue Bond Fund	19												19
426	2007 Water/Sewer Bond Reserve Fund	8												8
431	Water System Construction Fund	(2,293)												(2,293)
500	Equipment Rental & Replacement	(87)												(87)
625	Flexible Benefits Plan Fund	755												755
		<u>\$ 3,854,547</u>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<u>\$ 3,854,547</u>

*Does not include beginning balances totaling \$ 17,519,503

City of College Place
YTD 2022

NET

2022 BUDGET POSITION

City Of College Place

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001 Current Expense Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
035 Other Miscellaneous	0.00	0.00	0.00	100.0%

002 Taxes

001 General Property Tax	2,056,619.00	16,383.05	2,040,235.95	99.2%
002 Retail Sales & Use Tax	2,373,399.00	210,427.21	2,162,971.79	91.1%
003 Business Tax	1,491,075.00	128,396.37	1,362,678.63	91.4%
005 Emergency Services	400,000.00	2,965.09	397,034.91	99.3%
002 Taxes	6,321,093.00	358,171.72	5,962,921.28	94.3%
002 Taxes	6,321,093.00	358,171.72	5,962,921.28	94.3%

003 Permits & Licenses

001 Licenses & Permits	85,000.00	1,188.33	83,811.67	98.6%
002 Non-Business License & Permits	306,000.00	25,396.77	280,603.23	91.7%
003 Fire - Nuisance Abatement Notice	0.00	0.00	0.00	100.0%
003 Licenses & Permits	391,000.00	26,585.10	364,414.90	93.2%
003 Permits & Licenses	391,000.00	26,585.10	364,414.90	93.2%

006 Charges For Goods & Services

001 Charges For Goods & Services	0.00	0.00	0.00	100.0%
002 General Government	0.00	0.00	0.00	100.0%
004 Fines / Penalties / Charges	0.00	0.00	0.00	100.0%
005 Building Dept	0.00	0.00	0.00	100.0%
006 Engineering	15,000.00	0.00	15,000.00	100.0%
007 Planning & Development	12,200.00	1,450.80	10,749.20	88.1%
008 Fire Department	197,700.00	19,515.56	178,184.44	90.1%
006 Charges For Goods & Services	224,900.00	20,966.36	203,933.64	90.7%
000	2,000.00	140.00	1,860.00	93.0%
001 Security Of Persons & Property	0.00	0.00	0.00	100.0%
010 Security Of Persons/Property	2,000.00	140.00	1,860.00	93.0%
012 Court Fines And Forfeitures	0.00	0.00	0.00	100.0%
516 Personnel	0.00	0.00	0.00	100.0%
524 Building Inspection	8,800.00	66.00	8,734.00	99.3%
006 Charges For Goods & Services	235,700.00	21,172.36	214,527.64	91.0%

012 Fines & Forfeits

012 Court Fines And Forfeitures	3,600.00	98.35	3,501.65	97.3%
013 Non-court Fines / Penalties	0.00	0.00	0.00	100.0%
512 Municipal Court	45,000.00	2,106.58	42,893.42	95.3%
012 Fines & Forfeits	48,600.00	2,204.93	46,395.07	95.5%

019 Physical Environment

001 Physical Environment	0.00	0.00	0.00	100.0%
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2022 BUDGET POSITION

City Of College Place

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001 Current Expense Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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019 Physical Environment

002 Economic Environment	0.00	0.00	0.00	100.0%
019 Physical Environment	0.00	0.00	0.00	100.0%
019 Physical Environment	0.00	0.00	0.00	100.0%

025 Miscellaneous

001 Beginning Balances	1.00	0.00	1.00	100.0%
001 Interest & Other Earnings	22,000.00	(7,677.39)	29,677.39	134.9%
002 Rents & Leases	100,000.00	5,227.86	94,772.14	94.8%
005 Other Miscellaneous Revenue	55,000.00	15,861.51	39,138.49	71.2%
007 Application Fees	0.00	0.00	0.00	100.0%
010 Judgements & Settlements	0.00	0.00	0.00	100.0%
025 Miscellaneous	177,000.00	13,411.98	163,588.02	92.4%
522 Fire Control	0.00	0.00	0.00	100.0%
025 Miscellaneous	177,001.00	13,411.98	163,589.02	92.4%

030 Contributions / Donations Priv

003 Police Dept Donations	2,000.00	0.00	2,000.00	100.0%
004 Other Donations	15,000.00	235.00	14,765.00	98.4%
005 Fire Dept Donations	0.00	0.00	0.00	100.0%
030 Contr & Donations Priv Sources	17,000.00	235.00	16,765.00	98.6%
030 Contributions / Donations Priv	17,000.00	235.00	16,765.00	98.6%

070 Interfund Transfers

000	52,004.00	0.00	52,004.00	100.0%
070 Operating Transfers	52,004.00	0.00	52,004.00	100.0%
070 Interfund Transfers	52,004.00	0.00	52,004.00	100.0%

100 Grants

001 Direct Federal Grants	0.00	0.00	0.00	100.0%
002 Police Dept Grants	0.00	0.00	0.00	100.0%
003 Fire Dept Grants	0.00	0.00	0.00	100.0%
100 Direct Federal Grants	0.00	0.00	0.00	100.0%
001 Indirect Federal Grants	0.00	0.00	0.00	100.0%
002 Police Department Grants	0.00	0.00	0.00	100.0%
101 Indirect Federal Grants	0.00	0.00	0.00	100.0%
000	0.00	0.00	0.00	100.0%
001 State Grants	7,500.00	0.00	7,500.00	100.0%

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001 Current Expense Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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105 State Grants

002 Police Department Grants	0.00	0.00	0.00	100.0%
003 Planning Department	0.00	0.00	0.00	100.0%
005 Fire Department Grants	4,200.00	0.00	4,200.00	100.0%
105 State Grants	11,700.00	0.00	11,700.00	100.0%
100 Grants	11,700.00	0.00	11,700.00	100.0%

106 State Shared Revenues

107 State Entitlements	274,072.00	16,866.59	257,205.41	93.8%
106 State Shared Revenues	274,072.00	16,866.59	257,205.41	93.8%

107 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
107 Loan Proceeds	0.00	0.00	0.00	100.0%

109 Federal Revenues

109 Federal Revenues	1,390,411.00	0.00	1,390,411.00	100.0%
109 Federal Revenues	1,390,411.00	0.00	1,390,411.00	100.0%

380 Non-Revenues

000	900.00	0.00	900.00	100.0%
003 Agency & Other Type Deposits	1,000.00	302.00	698.00	69.8%
004 Sales Tax Collected	0.00	0.00	0.00	100.0%
005 Non-Revenues	3,000.00	0.00	3,000.00	100.0%
006 Developer / Deposits	0.00	0.07	(0.07)	0.0%
080 Non-Revenues	4,900.00	302.07	4,597.93	93.8%
380 Non-Revenues	4,900.00	302.07	4,597.93	93.8%

519 General Government Services

019 Physical Environment	0.00	0.00	0.00	100.0%
519 General Government Services	0.00	0.00	0.00	100.0%

522 Fire Department

010 Mobilization Program	82,000.00	0.00	82,000.00	100.0%
522 Fire Control	82,000.00	0.00	82,000.00	100.0%
522 Fire Department	82,000.00	0.00	82,000.00	100.0%

532 Public Works & Engineering

2022 BUDGET POSITION

City Of College Place

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001 Current Expense Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
532				
532	0.00	0.00	0.00	100.0%
532 Public Works & Engineering	0.00	0.00	0.00	100.0%

573 Spectator & Community Events

036 Recreation Chrgs/Fees	5,000.00	0.00	5,000.00	100.0%
573 Spectator & Community Events	5,000.00	0.00	5,000.00	100.0%

576 Parks & Recreation

036 Recreation Chrgs/Fees	0.00	0.00	0.00	100.0%
576 Parks & Recreation	0.00	0.00	0.00	100.0%

Fund Revenues:	9,010,481.00	438,949.75	8,571,531.25	95.1%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
012 Fines & Forfeits				
514 Finance & Administration	0.00	0.00	0.00	100.0%
012 Fines & Forfeits	0.00	0.00	0.00	100.0%

070 Interfund Transfers

000	2,728,434.00	0.00	2,728,434.00	100.0%
080 Operations/General	0.00	0.00	0.00	100.0%
070 Operating Transfers	2,728,434.00	0.00	2,728,434.00	100.0%
070 Interfund Transfers	2,728,434.00	0.00	2,728,434.00	100.0%

100 Grants

521 Law Enforcement	0.00	0.00	0.00	100.0%
558 Planning/Community Development	10,000.00	0.00	10,000.00	100.0%
100 Grants	10,000.00	0.00	10,000.00	100.0%

511 Legislative

001 Administrative	15,450.00	1,200.00	14,250.00	92.2%
002 Official Publication Service	1,500.00	0.00	1,500.00	100.0%
003 Training	2,300.00	50.00	2,250.00	97.8%
004 Legislative Services	9,962.09	961.97	9,000.12	90.3%
005 Election Costs	37,000.00	24,867.50	12,132.50	32.8%
511 Legislative	66,212.09	27,079.47	39,132.62	59.1%
515 Legal	2,000.00	0.00	2,000.00	100.0%
511 Legislative	68,212.09	27,079.47	41,132.62	60.3%

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001 Current Expense Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining
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512 Municipal Court

512 Municipal Court	170,000.00	4,270.83	165,729.17	97.5%
515 Legal	3,000.00	0.00	3,000.00	100.0%
512 Municipal Court	173,000.00	4,270.83	168,729.17	97.5%

513 Executive

001 Administration	108,244.44	11,851.98	96,392.46	89.1%
003 Administrative Support Assist.	200.00	0.00	200.00	100.0%
513 Executive	108,444.44	11,851.98	96,592.46	89.1%
515 Legal	750.00	0.00	750.00	100.0%
519 Other General Gov Services	8,100.00	7,265.00	835.00	10.3%
513 Executive	117,294.44	19,116.98	98,177.46	83.7%

514 Finance Department

514 Finance & Administration	147,864.10	9,922.04	137,942.06	93.3%
515 Legal	300.00	0.00	300.00	100.0%
514 Finance Department	148,164.10	9,922.04	138,242.06	93.3%

515 Legal

000	16,350.00	0.00	16,350.00	100.0%
001 Administration	121,419.39	9,307.28	112,112.11	92.3%
515 Legal	137,769.39	9,307.28	128,462.11	93.2%
515 Legal	137,769.39	9,307.28	128,462.11	93.2%

516 Human Resources

515 Legal	250.00	0.00	250.00	100.0%
000	1,000.00	0.00	1,000.00	100.0%
001 Administration	86,656.95	12,960.46	73,696.49	85.0%
002 Wellness Program Supplies	3,980.00	0.00	3,980.00	100.0%
516 Personnel	91,636.95	12,960.46	78,676.49	85.9%
517 Employee Benefit Program	1,200.00	100.00	1,100.00	91.7%
516 Human Resources	93,086.95	13,060.46	80,026.49	86.0%

519 General Government Services

519 Other General Gov Services	0.00	0.00	0.00	100.0%
519 General Government Services	0.00	0.00	0.00	100.0%

520 City Clerk/Records

515 Legal	1,500.00	0.00	1,500.00	100.0%
520 City Clerk/Records	126,050.36	16,099.96	109,950.40	87.2%

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City Of College Place

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001 Current Expense Fund Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
520 City Clerk/Records	127,550.36	16,099.96	111,450.40	87.4%

521 Police Operations

030 Contr & Donations Priv Sources	0.00	0.00	0.00	100.0%
515 Legal	5,000.00	0.00	5,000.00	100.0%
001 Administration	254,455.85	15,933.60	238,522.25	93.7%
002 Investigation	134,563.00	9,962.44	124,600.56	92.6%
003 Patrol	1,456,867.00	82,076.14	1,374,790.86	94.4%
004 School Resource Officer	96,084.00	7,860.43	88,223.57	91.8%
005 Crime Prevention	600.00	0.00	600.00	100.0%
006 Training	47,400.00	450.00	46,950.00	99.1%
007 Traffic Policing	378,848.00	25,483.00	353,365.00	93.3%
008 Support Services	232,360.65	14,555.50	217,805.15	93.7%
009 Criminal Justice	0.00	0.00	0.00	100.0%
012 Special Enforcement	106,117.00	7,396.77	98,720.23	93.0%
521 Law Enforcement	2,707,295.50	163,717.88	2,543,577.62	94.0%
523 Detention & Correction	28,150.00	0.00	28,150.00	100.0%
539 Special Enforcement	2,000.00	0.00	2,000.00	100.0%
521 Police Operations	2,742,445.50	163,717.88	2,578,727.62	94.0%

522 Fire Department

515 Legal	1,000.00	0.00	1,000.00	100.0%
001 Administration	21,650.00	449.46	21,200.54	97.9%
002 Fire Suppression	1,768,403.00	25,214.53	1,743,188.47	98.6%
003 Fire Prevention/Investigation	66,366.00	4,907.13	61,458.87	92.6%
004 Training	139,713.00	9,527.03	130,185.97	93.2%
005 Facilities	43,400.00	3,001.39	40,398.61	93.1%
009 Grants - FEMA	0.00	0.00	0.00	100.0%
010 Mobilization Program	4,600.00	0.00	4,600.00	100.0%
014 Long Term Debt - Equipment	0.00	0.00	0.00	100.0%
522 Fire Control	2,044,132.00	43,099.54	2,001,032.46	97.9%
001 Administration	1,000.00	93.38	906.62	90.7%
002 Training	7,750.00	0.00	7,750.00	100.0%
003 Rescue & Emergency Aif	840,229.00	34,258.55	805,970.45	95.9%
008 Emergency Med Servs - Rescue	2,000.00	0.00	2,000.00	100.0%
526 Emergency Medical Services	850,979.00	34,351.93	816,627.07	96.0%
522 Fire Department	2,896,111.00	77,451.47	2,818,659.53	97.3%

524 Building / Facilities / ISM

515 Legal	500.00	0.00	500.00	100.0%
001 Facilities	108,816.00	9,222.58	99,593.42	91.5%
002 Miscellaneous	58,565.00	58,659.73	(94.73)	0.0%
003 Annex Facility	7,000.00	692.09	6,307.91	90.1%

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001 Current Expense Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining
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519 Other General Gov Services

519 Other General Gov Services	174,381.00	68,574.40	105,806.60	60.7%
524 Building Inspection	213,213.11	16,370.19	196,842.92	92.3%
524 Building / Facilities / ISM	388,094.11	84,944.59	303,149.52	78.1%

525 Intergovernmental Services

525 Emergency Services	9,400.00	0.00	9,400.00	100.0%
525 Intergovernmental Services	9,400.00	0.00	9,400.00	100.0%

531 Stormwater

531 Stormwater	0.00	0.00	0.00	100.0%
531 Stormwater	0.00	0.00	0.00	100.0%

532 Public Works & Engineering

515 Legal	2,500.00	0.00	2,500.00	100.0%
532 Public Works & Engineering	2,500.00	0.00	2,500.00	100.0%

548 Equipment Rental & Replacement

548 Equipment Rental & Replacement	62,000.00	0.00	62,000.00	100.0%
548 Equipment Rental & Replacement	62,000.00	0.00	62,000.00	100.0%

557 Tourism

557 Economic Development	0.00	0.00	0.00	100.0%
557 Tourism	0.00	0.00	0.00	100.0%

558 Planning/Community Development

515 Legal	16,000.00	0.00	16,000.00	100.0%
001 Planning	277,143.12	16,027.80	261,115.32	94.2%
002 Development	45,945.00	0.00	45,945.00	100.0%
558 Planning/Community Development	323,088.12	16,027.80	307,060.32	95.0%
558 Planning/Community Development	339,088.12	16,027.80	323,060.32	95.3%

565 Welfare

565 Welfare Services	0.00	0.00	0.00	100.0%
565 Welfare	0.00	0.00	0.00	100.0%

567 Alcohol & Drug Treatment

567 Alcohol & Drug Treatment/WW County	3,000.00	0.00	3,000.00	100.0%
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City Of College Place

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001 Current Expense Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
567 Alcohol & Drug Treatment	3,000.00	0.00	3,000.00	100.0%

572 Library / Community Events

572 Library Services	0.00	0.00	0.00	100.0%
572 Library / Community Events	0.00	0.00	0.00	100.0%

573 Spectator & Community Events

001 Spectator & Community Events	70,550.00	727.80	69,822.20	99.0%
003 Farmer's Market	0.00	0.00	0.00	100.0%
573 Spectator & Community Events	70,550.00	727.80	69,822.20	99.0%
573 Spectator & Community Events	70,550.00	727.80	69,822.20	99.0%

576 Parks & Recreation

515 Legal	0.00	0.00	0.00	100.0%
575 Cultural & Recreational	0.00	0.00	0.00	100.0%
000	0.00	19,022.50	(19,022.50)	0.0%
001 Administration	29,143.05	2,239.83	26,903.22	92.3%
002 Recreational Services	126,549.00	7,362.04	119,186.96	94.2%
003 Recreational Materials/Equip.	57,000.00	0.00	57,000.00	100.0%
576 Parks & Recreation	212,692.05	28,624.37	184,067.68	86.5%
576 Parks & Recreation	212,692.05	28,624.37	184,067.68	86.5%

580 Non-Expenditures

589 Non-Expenditures	8,900.00	18,032.37	(9,132.37)	0.0%
580 Non-Expenditures	8,900.00	18,032.37	(9,132.37)	0.0%

596 Capital Expenditures

515 Legal	0.00	0.00	0.00	100.0%
596 Capital Expenditures	0.00	0.00	0.00	100.0%

Fund Expenditures:	10,338,292.11	488,383.30	9,849,908.81	95.3%
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Fund Excess/(Deficit):	(1,327,811.11)	(49,433.55)		
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005 Current Expense Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	1,800.00	(725.10)	2,525.10	140.3%
025 Miscellaneous	1,800.00	(725.10)	2,525.10	140.3%
025 Miscellaneous	1,800.00	(725.10)	2,525.10	140.3%

070 Interfund Transfers

070 Operating Transfers	100,000.00	0.00	100,000.00	100.0%
070 Interfund Transfers	100,000.00	0.00	100,000.00	100.0%

Fund Revenues:	101,800.00	(725.10)	102,525.10	100.7%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	1.64	(1.64)	0.0%
025 Miscellaneous	0.00	1.64	(1.64)	0.0%
025 Miscellaneous	0.00	1.64	(1.64)	0.0%

Fund Expenditures:	0.00	1.64	(1.64)	0.0%
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Fund Excess/(Deficit):	101,800.00	(726.74)
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012 Technology Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	1,500.00	(506.63)	2,006.63	133.8%
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025 Miscellaneous	1,500.00	(506.63)	2,006.63	133.8%
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070 Interfund Transfers

070 Operating Transfers	600,000.00	0.00	600,000.00	100.0%
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070 Interfund Transfers	600,000.00	0.00	600,000.00	100.0%
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100 Grants

101 Indirect Federal Grants	0.00	0.00	0.00	100.0%
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100 Grants	0.00	0.00	0.00	100.0%
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Fund Revenues:	601,500.00	(506.63)	602,006.63	100.1%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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518 Data Processing

025 Miscellaneous	40.00	1.15	38.85	97.1%
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518 Data Processing Services	583,960.00	70,843.11	513,116.89	87.9%
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518 Data Processing	584,000.00	70,844.26	513,155.74	87.9%
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Fund Expenditures:	584,000.00	70,844.26	513,155.74	87.9%
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Fund Excess/(Deficit):	17,500.00	(71,350.89)
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061 Employee Benefit Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	2,500.00	(658.16)	3,158.16	126.3%
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025 Miscellaneous	2,500.00	(658.16)	3,158.16	126.3%
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070 Interfund Transfers

070 Operating Transfers	100,000.00	0.00	100,000.00	100.0%
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070 Interfund Transfers	100,000.00	0.00	100,000.00	100.0%
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Fund Revenues:	102,500.00	(658.16)	103,158.16	100.6%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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516 Human Resources

517 Employee Benefit Program	84,600.00	982.50	83,617.50	98.8%
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562 Employee Benefit Reserve	65.00	1.49	63.51	97.7%
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516 Human Resources	84,665.00	983.99	83,681.01	98.8%
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Fund Expenditures:	84,665.00	983.99	83,681.01	98.8%
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Fund Excess/(Deficit):	17,835.00	(1,642.15)
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2022 BUDGET POSITION

City Of College Place

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100 Street Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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002 Taxes

002 Taxes	0.00	0.00	0.00 100.0%
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002 Taxes	0.00	0.00	0.00 100.0%
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003 Permits & Licenses

003 Licenses & Permits	6,000.00	300.00	5,700.00 95.0%
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003 Permits & Licenses	6,000.00	300.00	5,700.00 95.0%
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006 Charges For Goods & Services

006 Charges For Goods & Services	0.00	0.00	0.00 100.0%
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006 Charges For Goods & Services	0.00	0.00	0.00 100.0%
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025 Miscellaneous

001 Interest & Other Earnings	1,000.00	(490.27)	1,490.27 149.0%
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005 Other Miscellaneous Revenue	0.00	14.43	(14.43) 0.0%
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011 Project Plans & Specs Payments	0.00	0.00	0.00 100.0%
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025 Miscellaneous	1,000.00	(475.84)	1,475.84 147.6%
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025 Miscellaneous	1,000.00	(475.84)	1,475.84 147.6%
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070 Interfund Transfers

070 Operating Transfers	800,000.00	0.00	800,000.00 100.0%
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070 Interfund Transfers	800,000.00	0.00	800,000.00 100.0%
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100 Grants

101 Indirect Federal Grants	0.00	0.00	0.00 100.0%
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001 State Grants	0.00	0.00	0.00 100.0%
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005 Fire Department Grants	0.00	0.00	0.00 100.0%
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105 State Grants	0.00	0.00	0.00 100.0%
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100 Grants	0.00	0.00	0.00 100.0%
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106 State Shared Revenues

107 State Entitlements	212,771.00	13,953.33	198,817.67 93.4%
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106 State Shared Revenues	212,771.00	13,953.33	198,817.67 93.4%
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542 Street Department

019 Physical Environment	0.00	0.00	0.00 100.0%
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542 Street Department	0.00	0.00	0.00 100.0%
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2022 BUDGET POSITION

City Of College Place

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100 Street Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
Fund Revenues:	1,019,771.00	13,777.49	1,005,993.51	98.6%

Expenditures	Amt Budgeted	Expenditures	Remaining	
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025 Miscellaneous

000	25.00	1.11	23.89	95.6%
025 Miscellaneous	25.00	1.11	23.89	95.6%
025 Miscellaneous	25.00	1.11	23.89	95.6%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

100 Grants

544 Engineering	0.00	0.00	0.00	100.0%
100 Grants	0.00	0.00	0.00	100.0%

542 Street Department

515 Legal	0.00	0.00	0.00	100.0%
004 Traveled Way	191,526.02	9,593.05	181,932.97	95.0%
005 Street Lighting	40,000.00	3,114.73	36,885.27	92.2%
006 Traffic Control Devices	101,301.00	4,555.88	96,745.12	95.5%
007 Snow & Ice Removal	38,648.00	3,470.86	35,177.14	91.0%
008 Street Cleaning	0.00	0.00	0.00	100.0%
009 Roadside	61,069.00	2,994.36	58,074.64	95.1%
011 Interfund Transfers	340,000.00	0.00	340,000.00	100.0%
012 Capital Projects	0.00	0.00	0.00	100.0%
542 Road & Street Maintenance	772,544.02	23,728.88	748,815.14	96.9%
001 Administration	115,607.68	9,664.28	105,943.40	91.6%
002 General Services	22,220.00	22,248.42	(28.42)	0.0%
004 Training	1,000.00	0.00	1,000.00	100.0%
543 Road & Street General Admin.	138,827.68	31,912.70	106,914.98	77.0%
542 Street Department	911,371.70	55,641.58	855,730.12	93.9%

544 Engineering

544 Engineering	69,032.08	1,783.51	67,248.57	97.4%
544 Engineering	69,032.08	1,783.51	67,248.57	97.4%

Fund Expenditures:	980,428.78	57,426.20	923,002.58	94.1%
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100 Street Fund

Months: 01 To: 01

Fund Excess/(Deficit):	39,342.22	(43,648.71)
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2022 BUDGET POSITION

City Of College Place

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120 Criminal Justice Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	150.00	(87.44)	237.44	158.3%
025 Miscellaneous	150.00	(87.44)	237.44	158.3%
025 Miscellaneous	150.00	(87.44)	237.44	158.3%

100 Grants

100 Direct Federal Grants	0.00	0.00	0.00	100.0%
100 Grants	0.00	0.00	0.00	100.0%

106 State Shared Revenues

107 State Entitlements	15,383.00	3,705.94	11,677.06	75.9%
106 State Shared Revenues	15,383.00	3,705.94	11,677.06	75.9%

511 Legislative

521 Law Enforcement	0.00	0.00	0.00	100.0%
511 Legislative	0.00	0.00	0.00	100.0%

Fund Revenues:	15,533.00	3,618.50	11,914.50	76.7%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	0.20	(0.20)	0.0%
025 Miscellaneous	0.00	0.20	(0.20)	0.0%
025 Miscellaneous	0.00	0.20	(0.20)	0.0%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

100 Grants

105 State Grants	0.00	0.00	0.00	100.0%
100 Grants	0.00	0.00	0.00	100.0%

521 Police Operations

003 Patrol	0.00	0.00	0.00	100.0%
004 School Resource Officer	13,977.00	1,143.50	12,833.50	91.8%
009 Criminal Justice	26,000.00	17,000.00	9,000.00	34.6%
521 Law Enforcement	39,977.00	18,143.50	21,833.50	54.6%

City Of College Place

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120 Criminal Justice Fund			Months: 01 To: 01	
Expenditures	Amt Budgeted	Expenditures	Remaining	
521 Police Operations	39,977.00	18,143.50	21,833.50	54.6%
Fund Expenditures:	39,977.00	18,143.70	21,833.30	54.6%
Fund Excess/(Deficit):	(24,444.00)	(14,525.20)		

2022 BUDGET POSITION

City Of College Place

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121 Forfeited Proceeds Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
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012 Fines & Forfeits

012 Court Fines And Forfeitures	500.00	0.00	500.00	100.0%
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012 Fines & Forfeits	500.00	0.00	500.00	100.0%
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025 Miscellaneous

001 Interest & Other Earnings	0.00	(6.48)	6.48	100.0%
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025 Miscellaneous	0.00	(6.48)	6.48	100.0%
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035 Other Miscellaneous	20.00	2.54	17.46	87.3%
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025 Miscellaneous	20.00	(3.94)	23.94	119.7%
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100 Grants

100 Direct Federal Grants	0.00	0.00	0.00	100.0%
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100 Grants	0.00	0.00	0.00	100.0%
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Fund Revenues:	520.00	(3.94)	523.94	100.8%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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025 Miscellaneous

000	0.00	0.01	(0.01)	0.0%
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025 Miscellaneous	0.00	0.01	(0.01)	0.0%
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025 Miscellaneous	0.00	0.01	(0.01)	0.0%
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070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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521 Police Operations

521 Law Enforcement	0.00	0.00	0.00	100.0%
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521 Police Operations	0.00	0.00	0.00	100.0%
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Fund Expenditures:	0.00	0.01	(0.01)	0.0%
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Fund Excess/(Deficit):	520.00	(3.95)		
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2022 BUDGET POSITION

City Of College Place

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130 Hotel/Motel Tax Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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002 Taxes

002 Taxes	19,800.00	1,509.06	18,290.94	92.4%
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002 Taxes	19,800.00	1,509.06	18,290.94	92.4%
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025 Miscellaneous

025 Miscellaneous	0.00	(113.64)	113.64	100.0%
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035 Other Miscellaneous	200.00	44.40	155.60	77.8%
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025 Miscellaneous	200.00	(69.24)	269.24	134.6%
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Fund Revenues:	20,000.00	1,439.82	18,560.18	92.8%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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557 Tourism

557 Economic Development	30,100.00	0.16	30,099.84	100.0%
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557 Tourism	30,100.00	0.16	30,099.84	100.0%
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Fund Expenditures:	30,100.00	0.16	30,099.84	100.0%
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Fund Excess/(Deficit):	(10,100.00)	1,439.66
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2022 BUDGET POSITION

City Of College Place

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201 ULTGO Bond Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	10.00	0.30	9.70	97.0%
025 Miscellaneous	10.00	0.30	9.70	97.0%
025 Miscellaneous	10.00	0.30	9.70	97.0%

070 Interfund Transfers

070 Operating Transfers	487,950.00	0.00	487,950.00	100.0%
070 Interfund Transfers	487,950.00	0.00	487,950.00	100.0%

390 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
390 Loan Proceeds	0.00	0.00	0.00	100.0%

Fund Revenues:	487,960.00	0.30	487,959.70	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%

590 Long Term Debt Payment/Interes

000	487,050.00	0.00	487,050.00	100.0%
001 Long Term Debt Redemption	0.00	0.00	0.00	100.0%
002 Interest & Other Debt Costs	0.00	0.00	0.00	100.0%
591 Interest & Debt Service	487,050.00	0.00	487,050.00	100.0%
590 Long Term Debt Payment/Interes	487,050.00	0.00	487,050.00	100.0%

Fund Expenditures:	487,050.00	0.00	487,050.00	100.0%
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Fund Excess/(Deficit):	910.00	0.30
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2022 BUDGET POSITION

City Of College Place

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202 LTGO Bond Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	0.00	0.00	0.00 100.0%
025 Miscellaneous	0.00	0.00	0.00 100.0%
025 Miscellaneous	0.00	0.00	0.00 100.0%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00 100.0%
070 Interfund Transfers	0.00	0.00	0.00 100.0%

Fund Revenues:	0.00	0.00	0.00 100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	0.00	0.00 100.0%
025 Miscellaneous	0.00	0.00	0.00 100.0%
025 Miscellaneous	0.00	0.00	0.00 100.0%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00 100.0%
070 Interfund Transfers	0.00	0.00	0.00 100.0%

590 Long Term Debt Payment/Interes

001 Long Term Debt Redemption	0.00	0.00	0.00 100.0%
002 Interest & Other Debt Costs	0.00	0.00	0.00 100.0%
591 Interest & Debt Service	0.00	0.00	0.00 100.0%
590 Long Term Debt Payment/Interes	0.00	0.00	0.00 100.0%

Fund Expenditures:	0.00	0.00	0.00 100.0%
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Fund Excess/(Deficit):	0.00	0.00
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2022 BUDGET POSITION

City Of College Place

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235 Commercial Drive Bond Debt Service Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	250.00	8.05	241.95	96.8%
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025 Miscellaneous	250.00	8.05	241.95	96.8%
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070 Interfund Transfers

070 Operating Transfers	140,484.00	0.00	140,484.00	100.0%
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070 Interfund Transfers	140,484.00	0.00	140,484.00	100.0%
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370 Capital Contributions

370 Capital Contributions	0.00	0.00	0.00	100.0%
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370 Capital Contributions	0.00	0.00	0.00	100.0%
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Fund Revenues:	140,734.00	8.05	140,725.95	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

514 Finance & Administration	0.00	0.43	(0.43)	0.0%
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025 Miscellaneous	0.00	0.43	(0.43)	0.0%
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590 Long Term Debt Payment/Interes

001 Long Term Debt Redemption	122,924.00	0.00	122,924.00	100.0%
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002 Interest & Other Debt Costs	17,559.00	0.00	17,559.00	100.0%
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591 Interest & Debt Service	140,483.00	0.00	140,483.00	100.0%
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590 Long Term Debt Payment/Interes	140,483.00	0.00	140,483.00	100.0%
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Fund Expenditures:	140,483.00	0.43	140,482.57	100.0%
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Fund Excess/(Deficit):	251.00	7.62
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2022 BUDGET POSITION

City Of College Place

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301 Street Capital Contribution Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	20.00	0.15	19.85	99.3%
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025 Miscellaneous	20.00	0.15	19.85	99.3%
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070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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370 Capital Contributions

370 Capital Contributions	61,000.00	0.00	61,000.00	100.0%
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370 Capital Contributions	61,000.00	0.00	61,000.00	100.0%
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Fund Revenues:	61,020.00	0.15	61,019.85	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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070 Interfund Transfers

070 Operating Transfers	50,000.00	0.00	50,000.00	100.0%
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070 Interfund Transfers	50,000.00	0.00	50,000.00	100.0%
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542 Street Department

542 Road & Street Maintenance	0.00	0.00	0.00	100.0%
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542 Street Department	0.00	0.00	0.00	100.0%
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Fund Expenditures:	50,000.00	0.00	50,000.00	100.0%
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Fund Excess/(Deficit):	11,020.00	0.15
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2022 BUDGET POSITION

City Of College Place

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305 Capital Improvement Fund (REET)

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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002 Taxes

002 Taxes	210,000.00	10,102.70	199,897.30	95.2%
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002 Taxes	210,000.00	10,102.70	199,897.30	95.2%
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025 Miscellaneous

001 Interest & Other Earnings	2,500.00	(897.76)	3,397.76	135.9%
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025 Miscellaneous	2,500.00	(897.76)	3,397.76	135.9%
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025 Miscellaneous	2,500.00	(897.76)	3,397.76	135.9%
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Fund Revenues:	212,500.00	9,204.94	203,295.06	95.7%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	2.03	(2.03)	0.0%
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025 Miscellaneous	0.00	2.03	(2.03)	0.0%
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025 Miscellaneous	0.00	2.03	(2.03)	0.0%
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070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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542 Street Department

542 Road & Street Maintenance	160,000.00	0.00	160,000.00	100.0%
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542 Street Department	160,000.00	0.00	160,000.00	100.0%
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596 Capital Expenditures

000	0.00	0.00	0.00	100.0%
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005 Planning & Design	0.00	0.00	0.00	100.0%
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594 Capital Improvements	0.00	0.00	0.00	100.0%
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596 Capital Expenditures	0.00	0.00	0.00	100.0%
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Fund Expenditures:	160,000.00	2.03	159,997.97	100.0%
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Fund Excess/(Deficit):	52,500.00	9,202.91
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2022 BUDGET POSITION

City Of College Place

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306 Capital Improvement Fund (REET 2)

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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002 Taxes

002 Taxes	210,000.00	10,102.70	199,897.30	95.2%
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002 Taxes	210,000.00	10,102.70	199,897.30	95.2%
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025 Miscellaneous

001 Interest & Other Earnings	4,000.00	(2,395.74)	6,395.74	159.9%
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005 Other Miscellaneous Revenue	0.00	0.00	0.00	100.0%
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025 Miscellaneous	4,000.00	(2,395.74)	6,395.74	159.9%
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025 Miscellaneous	4,000.00	(2,395.74)	6,395.74	159.9%
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030 Contributions / Donations Priv

030 Contr & Donations Priv Sources	500,000.00	0.00	500,000.00	100.0%
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030 Contributions / Donations Priv	500,000.00	0.00	500,000.00	100.0%
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100 Grants

105 State Grants	1,500,000.00	0.00	1,500,000.00	100.0%
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100 Grants	1,500,000.00	0.00	1,500,000.00	100.0%
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Fund Revenues:	2,214,000.00	7,706.96	2,206,293.04	99.7%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	5.43	(5.43)	0.0%
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025 Miscellaneous	0.00	5.43	(5.43)	0.0%
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025 Miscellaneous	0.00	5.43	(5.43)	0.0%
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596 Capital Expenditures

594 Capital Improvements	3,256,683.00	0.00	3,256,683.00	100.0%
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596 Capital Expenditures	3,256,683.00	0.00	3,256,683.00	100.0%
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Fund Expenditures:	3,256,683.00	5.43	3,256,677.57	100.0%
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Fund Excess/(Deficit):	(1,042,683.00)	7,701.53
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2022 BUDGET POSITION

City Of College Place

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309 CDBG Projects Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	0.00	0.01	(0.01)	0.0%
025 Miscellaneous	0.00	0.01	(0.01)	0.0%
025 Miscellaneous	0.00	0.01	(0.01)	0.0%

100 Grants

101 Indirect Federal Grants	364,000.00	0.00	364,000.00	100.0%
100 Grants	364,000.00	0.00	364,000.00	100.0%

Fund Revenues:	364,000.00	0.01	363,999.99	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
594 Capital Improvements	0.00	0.00	0.00 100.0%

025 Miscellaneous

000	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%

531 Stormwater

594 Capital Improvements	0.00	0.00	0.00	100.0%
531 Stormwater	0.00	0.00	0.00	100.0%

542 Street Department

542 Road & Street Maintenance	364,000.00	0.00	364,000.00	100.0%
542 Street Department	364,000.00	0.00	364,000.00	100.0%

558 Planning/Community Development

558 Planning/Community Development	0.00	0.00	0.00	100.0%
558 Planning/Community Development	0.00	0.00	0.00	100.0%

Fund Expenditures:	364,000.00	0.00	364,000.00	100.0%
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Fund Excess/(Deficit):	0.00	0.01
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2022 BUDGET POSITION

City Of College Place

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311 Street Improvement Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	2,000.00	(357.82)	2,357.82	117.9%
025 Miscellaneous	2,000.00	(357.82)	2,357.82	117.9%
025 Miscellaneous	2,000.00	(357.82)	2,357.82	117.9%

070 Interfund Transfers

070 Operating Transfers	10,000.00	0.00	10,000.00	100.0%
070 Interfund Transfers	10,000.00	0.00	10,000.00	100.0%

100 Grants

001 Indirect Federal Grants	0.00	0.00	0.00	100.0%
002 Police Department Grants	0.00	0.00	0.00	100.0%
101 Indirect Federal Grants	0.00	0.00	0.00	100.0%
102 Grants - Private Sources	71,100.00	0.00	71,100.00	100.0%
105 State Grants	1,993,204.00	0.00	1,993,204.00	100.0%
100 Grants	2,064,304.00	0.00	2,064,304.00	100.0%

Fund Revenues:	2,076,304.00	(357.82)	2,076,661.82	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	25.00	0.81	24.19	96.8%
025 Miscellaneous	25.00	0.81	24.19	96.8%
025 Miscellaneous	25.00	0.81	24.19	96.8%

070 Interfund Transfers

070 Operating Transfers	100,000.00	0.00	100,000.00	100.0%
070 Interfund Transfers	100,000.00	0.00	100,000.00	100.0%

542 Street Department

006 Traffic Control Devices	0.00	0.00	0.00	100.0%
009 Roadside	0.00	0.00	0.00	100.0%
010 Engineering	1,000,000.00	0.00	1,000,000.00	100.0%
012 Capital Projects	1,034,560.00	0.00	1,034,560.00	100.0%
542 Road & Street Maintenance	2,034,560.00	0.00	2,034,560.00	100.0%
542 Street Department	2,034,560.00	0.00	2,034,560.00	100.0%

Fund Expenditures:	2,134,585.00	0.81	2,134,584.19	100.0%
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311 Street Improvement Fund

Months: 01 To: 01

Fund Excess/(Deficit):	(58,281.00)	(358.63)
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2022 BUDGET POSITION

City Of College Place

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315 Facility Maintenance Reserve Fund (CE) Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	1,500.00	(915.96)	2,415.96	161.1%
025 Miscellaneous	1,500.00	(915.96)	2,415.96	161.1%
025 Miscellaneous	1,500.00	(915.96)	2,415.96	161.1%

070 Interfund Transfers

070 Operating Transfers	500,000.00	0.00	500,000.00	100.0%
070 Interfund Transfers	500,000.00	0.00	500,000.00	100.0%

100 Grants

102 Grants - Private Sources	0.00	0.00	0.00	100.0%
105 State Grants	0.00	0.00	0.00	100.0%
100 Grants	0.00	0.00	0.00	100.0%

Fund Revenues:	501,500.00	(915.96)	502,415.96	100.2%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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019 Physical Environment

048 Maintenance	0.00	0.00	0.00	100.0%
594 Capital Improvements	0.00	0.00	0.00	100.0%
019 Physical Environment	0.00	0.00	0.00	100.0%

025 Miscellaneous

000	100.00	2.07	97.93	97.9%
025 Miscellaneous	100.00	2.07	97.93	97.9%
025 Miscellaneous	100.00	2.07	97.93	97.9%

524 Building / Facilities / ISM

519 Other General Gov Services	492,900.00	0.00	492,900.00	100.0%
524 Building / Facilities / ISM	492,900.00	0.00	492,900.00	100.0%

Fund Expenditures:	493,000.00	2.07	492,997.93	100.0%
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Fund Excess/(Deficit):	8,500.00	(918.03)
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2022 BUDGET POSITION

City Of College Place

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320 Equipment Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	2,500.00	(879.73)	3,379.73	135.2%
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025 Miscellaneous	2,500.00	(879.73)	3,379.73	135.2%
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070 Interfund Transfers

070 Operating Transfers	1,717,130.00	0.00	1,717,130.00	100.0%
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070 Interfund Transfers	1,717,130.00	0.00	1,717,130.00	100.0%
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Fund Revenues:

1,719,630.00	(879.73)	1,720,509.73	100.1%
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Expenditures

Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

514 Finance & Administration	0.00	1.99	(1.99)	0.0%
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025 Miscellaneous	0.00	1.99	(1.99)	0.0%
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070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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521 Police Operations

521 Law Enforcement	157,130.00	7,175.09	149,954.91	95.4%
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521 Police Operations	157,130.00	7,175.09	149,954.91	95.4%
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522 Fire Department

001 Administration	1,004,000.00	29,381.96	974,618.04	97.1%
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010 Mobilization Program	125,000.00	0.00	125,000.00	100.0%
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522 Fire Control	1,129,000.00	29,381.96	1,099,618.04	97.4%
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526 Emergency Medical Services	0.00	0.00	0.00	100.0%
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522 Fire Department	1,129,000.00	29,381.96	1,099,618.04	97.4%
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542 Street Department

542 Road & Street Maintenance	0.00	0.00	0.00	100.0%
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550 General Services	415,000.00	0.00	415,000.00	100.0%
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542 Street Department	415,000.00	0.00	415,000.00	100.0%
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Fund Expenditures:

1,701,130.00	36,559.04	1,664,570.96	97.9%
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Fund Excess/(Deficit):

18,500.00	(37,438.77)
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2022 BUDGET POSITION

City Of College Place

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330 Economic Development Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	250.00	20.43	229.57	91.8%
025 Miscellaneous	250.00	20.43	229.57	91.8%
025 Miscellaneous	250.00	20.43	229.57	91.8%

070 Interfund Transfers

070 Operating Transfers	140,000.00	0.00	140,000.00	100.0%
070 Interfund Transfers	140,000.00	0.00	140,000.00	100.0%

Fund Revenues:	140,250.00	20.43	140,229.57	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

542 Street Department

010 Engineering	0.00	0.00	0.00	100.0%
012 Capital Projects	600,000.00	80,916.28	519,083.72	86.5%
542 Road & Street Maintenance	600,000.00	80,916.28	519,083.72	86.5%
542 Street Department	600,000.00	80,916.28	519,083.72	86.5%

Fund Expenditures:	600,000.00	80,916.28	519,083.72	86.5%
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Fund Excess/(Deficit):	(459,750.00)	(80,895.85)
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2022 BUDGET POSITION

City Of College Place

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340 Economic Development Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	0.00	0.00	0.00	100.0%
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025 Miscellaneous	0.00	0.00	0.00	100.0%
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Fund Revenues:	0.00	0.00	0.00	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

025 Miscellaneous	0.00	0.00	0.00	100.0%
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025 Miscellaneous	0.00	0.00	0.00	100.0%
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590 Long Term Debt Payment/Interes

591 Interest & Debt Service	0.00	0.00	0.00	100.0%
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590 Long Term Debt Payment/Interes	0.00	0.00	0.00	100.0%
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Fund Expenditures:	0.00	0.00	0.00	100.0%
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Fund Excess/(Deficit):	0.00	0.00
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2022 BUDGET POSITION

City Of College Place

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400 Water Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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003 Permits & Licenses

003 Licenses & Permits	0.00	0.00	0.00	100.0%
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003 Permits & Licenses	0.00	0.00	0.00	100.0%
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006 Charges For Goods & Services

001 Charges For Goods & Services	50,000.00	994.54	49,005.46	98.0%
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004 Fines / Penalties / Charges	5,000.00	134.14	4,865.86	97.3%
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009 Water	1,943,216.00	122,781.01	1,820,434.99	93.7%
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006 Charges For Goods & Services	1,998,216.00	123,909.69	1,874,306.31	93.8%
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006 Charges For Goods & Services	1,998,216.00	123,909.69	1,874,306.31	93.8%
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012 Fines & Forfeits

006 Charges For Goods & Services	10,000.00	1,439.32	8,560.68	85.6%
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012 Fines & Forfeits	10,000.00	1,439.32	8,560.68	85.6%
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025 Miscellaneous

001 Interest & Other Earnings	3,000.00	(911.47)	3,911.47	130.4%
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002 Rents & Leases	25,000.00	1,825.05	23,174.95	92.7%
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005 Other Miscellaneous Revenue	10,000.00	955.46	9,044.54	90.4%
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025 Miscellaneous	38,000.00	1,869.04	36,130.96	95.1%
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025 Miscellaneous	38,000.00	1,869.04	36,130.96	95.1%
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070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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100 Grants

105 State Grants	0.00	0.00	0.00	100.0%
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100 Grants	0.00	0.00	0.00	100.0%
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370 Capital Contributions

370 Capital Contributions	0.00	0.00	0.00	100.0%
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370 Capital Contributions	0.00	0.00	0.00	100.0%
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380 Non-Revenues

080 Non-Revenues	0.00	0.00	0.00	100.0%
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380 Non-Revenues	0.00	0.00	0.00	100.0%
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2022 BUDGET POSITION

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400 Water Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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534 Water Department

019 Physical Environment	0.00	0.00	0.00 100.0%
003 Maintenance	22,000.00	1,755.00	20,245.00 92.0%
534 Water Utilities	22,000.00	1,755.00	20,245.00 92.0%

534 Water Department	22,000.00	1,755.00	20,245.00 92.0%
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Fund Revenues:	2,068,216.00	128,973.05	1,939,242.95 93.8%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	2.06	(2.06) 0.0%
025 Miscellaneous	0.00	2.06	(2.06) 0.0%
025 Miscellaneous	0.00	2.06	(2.06) 0.0%

070 Interfund Transfers

070 Operating Transfers	337,000.00	0.00	337,000.00 100.0%
070 Interfund Transfers	337,000.00	0.00	337,000.00 100.0%

100 Grants

101 Indirect Federal Grants	0.00	0.00	0.00 100.0%
100 Grants	0.00	0.00	0.00 100.0%

534 Water Department

515 Legal	0.00	0.00	0.00 100.0%
000	0.00	0.00	0.00 100.0%
001 Administration / General	608,294.42	91,544.66	516,749.76 85.0%
002 Administrative/Planning	44,607.31	3,650.62	40,956.69 91.8%
003 Maintenance	615,906.95	44,048.82	571,858.13 92.8%
004 Operations / General	284,762.00	16,323.54	268,438.46 94.3%
005 Capital Expenditures	0.00	0.00	0.00 100.0%
009 Finance	185,423.54	14,055.67	171,367.87 92.4%
534 Water Utilities	1,738,994.22	169,623.31	1,569,370.91 90.2%
534 Water Department	1,738,994.22	169,623.31	1,569,370.91 90.2%

580 Non-Expenditures

589 Non-Expenditures	0.00	0.00	0.00 100.0%
580 Non-Expenditures	0.00	0.00	0.00 100.0%

597 Interfund Transfers

2022 BUDGET POSITION

City Of College Place

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400 Water Fund			Months: 01 To: 01	
Expenditures	Amt Budgeted	Expenditures	Remaining	
070 Operating Transfers				
070 Operating Transfers	0.00	0.00	0.00	100.0%
597 Interfund Transfers	0.00	0.00	0.00	100.0%
Fund Expenditures:	2,075,994.22	169,625.37	1,906,368.85	91.8%
Fund Excess/(Deficit):	(7,778.22)	(40,652.32)		

2022 BUDGET POSITION

City Of College Place

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401 Wastewater Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
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003 Permits & Licenses

003 Licenses & Permits	0.00	0.00	0.00	100.0%
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003 Permits & Licenses	0.00	0.00	0.00	100.0%
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006 Charges For Goods & Services

001 Charges For Goods & Services	0.00	0.00	0.00	100.0%
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010 Wastewater	2,893,723.00	238,991.32	2,654,731.68	91.7%
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006 Charges For Goods & Services	2,893,723.00	238,991.32	2,654,731.68	91.7%
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006 Charges For Goods & Services	2,893,723.00	238,991.32	2,654,731.68	91.7%
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012 Fines & Forfeits

006 Charges For Goods & Services	5,000.00	497.34	4,502.66	90.1%
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012 Fines & Forfeits	5,000.00	497.34	4,502.66	90.1%
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019 Physical Environment

019 Physical Environment	871.00	33.69	837.31	96.1%
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019 Physical Environment	871.00	33.69	837.31	96.1%
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025 Miscellaneous

001 Interest & Other Earnings	9,000.00	(1,445.55)	10,445.55	116.1%
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002 Rents & Leases	0.00	0.00	0.00	100.0%
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005 Other Miscellaneous Revenue	0.00	17.64	(17.64)	0.0%
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025 Miscellaneous	9,000.00	(1,427.91)	10,427.91	115.9%
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025 Miscellaneous	9,000.00	(1,427.91)	10,427.91	115.9%
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070 Interfund Transfers

000	0.00	0.00	0.00	100.0%
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070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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100 Grants

105 State Grants	0.00	0.00	0.00	100.0%
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100 Grants	0.00	0.00	0.00	100.0%
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107 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
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107 Loan Proceeds	0.00	0.00	0.00	100.0%
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2022 BUDGET POSITION

City Of College Place

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401 Wastewater Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
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370 Capital Contributions

370 Capital Contributions	0.00	0.00	0.00	100.0%
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370 Capital Contributions	0.00	0.00	0.00	100.0%
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535 Wastewater Department

019 Physical Environment	0.00	0.00	0.00	100.0%
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535 Wastewater Department	0.00	0.00	0.00	100.0%
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Fund Revenues:	2,908,594.00	238,094.44	2,670,499.56	91.8%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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025 Miscellaneous

000	120.00	3.27	116.73	97.3%
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025 Miscellaneous	120.00	3.27	116.73	97.3%
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025 Miscellaneous	120.00	3.27	116.73	97.3%
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070 Interfund Transfers

000	300,000.00	0.00	300,000.00	100.0%
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050 Maintenance	0.00	0.00	0.00	100.0%
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080 Operations/General	0.00	0.00	0.00	100.0%
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070 Operating Transfers	300,000.00	0.00	300,000.00	100.0%
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070 Interfund Transfers	300,000.00	0.00	300,000.00	100.0%
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535 Wastewater Department

515 Legal	1,500.00	0.00	1,500.00	100.0%
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001 Administration / General	1,875,991.55	112,145.77	1,763,845.78	94.0%
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002 Administration / Planning	36,916.39	3,022.33	33,894.06	91.8%
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003 Maintenance	21,500.00	0.00	21,500.00	100.0%
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004 Operations / General	105,646.00	4,878.40	100,767.60	95.4%
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005 Operations / Testing	0.00	0.00	0.00	100.0%
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012 Finance	200,974.88	13,611.22	187,363.66	93.2%
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535 Wastewater Utilities	2,241,028.82	133,657.72	2,107,371.10	94.0%
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535 Wastewater Department	2,242,528.82	133,657.72	2,108,871.10	94.0%
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597 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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597 Interfund Transfers	0.00	0.00	0.00	100.0%
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Fund Expenditures:	2,542,648.82	133,660.99	2,408,987.83	94.7%
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2022 BUDGET POSITION

City Of College Place

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401 Wastewater Fund

Months: 01 To: 01

Fund Excess/(Deficit):	365,945.18	104,433.45
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2022 BUDGET POSITION

City Of College Place

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402 Stormwater Fund Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining	
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006 Charges For Goods & Services

006 Charges For Goods & Services	605,000.00	54,621.71	550,378.29	91.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%
006 Charges For Goods & Services	605,000.00	54,621.71	550,378.29	91.0%

012 Fines & Forfeits

006 Charges For Goods & Services	10,000.00	215.46	9,784.54	97.8%
012 Fines & Forfeits	10,000.00	215.46	9,784.54	97.8%

019 Physical Environment

019 Physical Environment	0.00	37.97	(37.97)	0.0%
019 Physical Environment	0.00	37.97	(37.97)	0.0%

025 Miscellaneous

001 Interest & Other Earnings	2,500.00	(1,091.71)	3,591.71	143.7%
005 Other Miscellaneous Revenue	0.00	8.02	(8.02)	0.0%
025 Miscellaneous	2,500.00	(1,083.69)	3,583.69	143.3%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

100 Grants

105 State Grants	0.00	0.00	0.00	100.0%
100 Grants	0.00	0.00	0.00	100.0%

Fund Revenues:	617,500.00	53,791.45	563,708.55	91.3%
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Expenditures	Amt Budgeted	Expenditures	Remaining	
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025 Miscellaneous

000	0.00	0.00	0.00	100.0%
025 Miscellaneous	0.00	0.00	0.00	100.0%

531 Stormwater

515 Legal	0.00	0.00	0.00	100.0%
001 Administration / General	107,518.78	21,646.85	85,871.93	79.9%
002 Administration / Engineering	56,608.11	3,625.25	52,982.86	93.6%

2022 BUDGET POSITION

City Of College Place

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402 Stormwater Fund			Months: 01 To: 01	
Expenditures	Amt Budgeted	Expenditures	Remaining	
531 Stormwater				
003 Maintenance	191,942.00	7,513.86	184,428.14	96.1%
004 Operations / General	127,500.00	26.76	127,473.24	100.0%
005 Finance	103,560.41	7,619.91	95,940.50	92.6%
531 Stormwater	587,129.30	40,432.63	546,696.67	93.1%
531 Stormwater	587,129.30	40,432.63	546,696.67	93.1%
Fund Expenditures:	587,129.30	40,432.63	546,696.67	93.1%
Fund Excess/(Deficit):	30,370.70	13,358.82		

2022 BUDGET POSITION

City Of College Place

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403 Stormwater Capital Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	2,200.00	(216.78)	2,416.78	109.9%
025 Miscellaneous	2,200.00	(216.78)	2,416.78	109.9%
025 Miscellaneous	2,200.00	(216.78)	2,416.78	109.9%

070 Interfund Transfers

000	0.00	0.00	0.00	100.0%
080 Operations/General	125,000.00	0.00	125,000.00	100.0%
070 Operating Transfers	125,000.00	0.00	125,000.00	100.0%
070 Interfund Transfers	125,000.00	0.00	125,000.00	100.0%

100 Grants

100 Direct Federal Grants	0.00	0.00	0.00	100.0%
105 State Grants	1,005,500.00	0.00	1,005,500.00	100.0%
100 Grants	1,005,500.00	0.00	1,005,500.00	100.0%

370 Capital Contributions

370 Capital Contributions	0.00	0.00	0.00	100.0%
370 Capital Contributions	0.00	0.00	0.00	100.0%

390 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
110 Federal Loans	0.00	0.00	0.00	100.0%
390 Loan Proceeds	0.00	0.00	0.00	100.0%

Fund Revenues:	1,132,700.00	(216.78)	1,132,916.78	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	0.49	(0.49)	0.0%
025 Miscellaneous	0.00	0.49	(0.49)	0.0%
025 Miscellaneous	0.00	0.49	(0.49)	0.0%

531 Stormwater

000	530,000.00	0.00	530,000.00	100.0%
006 Capital Projects	679,860.00	0.00	679,860.00	100.0%
531 Stormwater	1,209,860.00	0.00	1,209,860.00	100.0%

2022 BUDGET POSITION

City Of College Place

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403 Stormwater Capital Reserve Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
531 Stormwater	1,209,860.00	0.00	1,209,860.00	100.0%

590 Long Term Debt Payment/Interes

001 Long Term Debt Redemption	43,355.00	0.00	43,355.00	100.0%
002 Interest & Other Debt Costs	5,347.00	0.00	5,347.00	100.0%
591 Interest & Debt Service	48,702.00	0.00	48,702.00	100.0%
590 Long Term Debt Payment/Interes	48,702.00	0.00	48,702.00	100.0%

Fund Expenditures:	1,258,562.00	0.49	1,258,561.51	100.0%
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Fund Excess/(Deficit):	(125,862.00)	(217.27)
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2022 BUDGET POSITION

City Of College Place

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410 Water Capital Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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003 Permits & Licenses

003 Licenses & Permits	500,000.00	3,500.00	496,500.00	99.3%
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003 Permits & Licenses	500,000.00	3,500.00	496,500.00	99.3%
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025 Miscellaneous

000	2,000.00	103.18	1,896.82	94.8%
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001 Interest & Other Earnings	0.00	89.52	(89.52)	0.0%
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005 Other Miscellaneous Revenue	0.00	0.00	0.00	100.0%
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025 Miscellaneous	2,000.00	192.70	1,807.30	90.4%
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026 Rentals & Leases	94,200.00	0.00	94,200.00	100.0%
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025 Miscellaneous	96,200.00	192.70	96,007.30	99.8%
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070 Interfund Transfers

070 Operating Transfers	337,000.00	0.00	337,000.00	100.0%
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070 Interfund Transfers	337,000.00	0.00	337,000.00	100.0%
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100 Grants

102 Grants - Private Sources	450,000.00	0.00	450,000.00	100.0%
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105 State Grants	1,005,362.00	0.00	1,005,362.00	100.0%
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100 Grants	1,455,362.00	0.00	1,455,362.00	100.0%
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107 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
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107 Loan Proceeds	0.00	0.00	0.00	100.0%
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370 Capital Contributions

370 Capital Contributions	0.00	289.89	(289.89)	0.0%
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370 Capital Contributions	0.00	289.89	(289.89)	0.0%
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390 Loan Proceeds

110 Federal Loans	2,850,000.00	0.00	2,850,000.00	100.0%
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390 Loan Proceeds	2,850,000.00	0.00	2,850,000.00	100.0%
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Fund Revenues:	5,238,562.00	3,982.59	5,234,579.41	99.9%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	280.00	6.05	273.95	97.8%
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025 Miscellaneous	280.00	6.05	273.95	97.8%
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2022 BUDGET POSITION

City Of College Place

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410 Water Capital Reserve Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining	
025 Miscellaneous	280.00	6.05	273.95	97.8%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

534 Water Department

000	0.00	0.00	0.00	100.0%
001 Administration / General	4,964,000.00	11,489.21	4,952,510.79	99.8%
534 Water Utilities	4,964,000.00	11,489.21	4,952,510.79	99.8%
534 Water Department	4,964,000.00	11,489.21	4,952,510.79	99.8%

590 Long Term Debt Payment/Interes

591 Interest & Debt Service	0.00	0.00	0.00	100.0%
590 Long Term Debt Payment/Interes	0.00	0.00	0.00	100.0%

Fund Expenditures:	4,964,280.00	11,495.26	4,952,784.74	99.8%
Fund Excess/(Deficit):	274,282.00	(7,512.67)		

2022 BUDGET POSITION

City Of College Place

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411 Wastewater Capital Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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003 Permits & Licenses

003 Licenses & Permits	300,000.00	3,500.00	296,500.00	98.8%
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003 Permits & Licenses	300,000.00	3,500.00	296,500.00	98.8%
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025 Miscellaneous

000	2,500.00	2,257.12	242.88	9.7%
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001 Interest & Other Earnings	0.00	(5,776.04)	5,776.04	100.0%
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005 Other Miscellaneous Revenue	0.00	0.00	0.00	100.0%
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025 Miscellaneous	2,500.00	(3,518.92)	6,018.92	240.8%
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025 Miscellaneous	2,500.00	(3,518.92)	6,018.92	240.8%
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070 Interfund Transfers

070 Operating Transfers	600,000.00	0.00	600,000.00	100.0%
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070 Interfund Transfers	600,000.00	0.00	600,000.00	100.0%
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100 Grants

100 Direct Federal Grants	0.00	0.00	0.00	100.0%
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103 Intergovernmental Local Grants	0.00	0.00	0.00	100.0%
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105 State Grants	0.00	0.00	0.00	100.0%
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100 Grants	0.00	0.00	0.00	100.0%
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107 Loan Proceeds

092 Loan Receipts	3,640,000.00	2,838,000.00	802,000.00	22.0%
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111 State Loans	2,000,000.00	0.00	2,000,000.00	100.0%
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107 Loan Proceeds	5,640,000.00	2,838,000.00	2,802,000.00	49.7%
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370 Capital Contributions

370 Capital Contributions	0.00	0.00	0.00	100.0%
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370 Capital Contributions	0.00	0.00	0.00	100.0%
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535 Wastewater Department

090 Disposition Of Fixed Assets	0.00	0.00	0.00	100.0%
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535 Wastewater Department	0.00	0.00	0.00	100.0%
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Fund Revenues:	6,542,500.00	2,837,981.08	3,704,518.92	56.6%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	7.97	(7.97)	0.0%
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2022 BUDGET POSITION

City Of College Place

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411 Wastewater Capital Reserve Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

025 Miscellaneous	0.00	7.97	(7.97)	0.0%
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025 Miscellaneous	0.00	7.97	(7.97)	0.0%
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535 Wastewater Department

003 Maintenance	300,000.00	0.00	300,000.00	100.0%
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005 Operations / Testing	0.00	0.00	0.00	100.0%
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007 Interest Payment	0.00	0.00	0.00	100.0%
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008 Capitalized Expenditures	2,000,000.00	2,865,548.46	(865,548.46)	0.0%
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009 Operating Transfers	581,885.00	0.00	581,885.00	100.0%
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535 Wastewater Utilities	2,881,885.00	2,865,548.46	16,336.54	0.6%
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535 Wastewater Department	2,881,885.00	2,865,548.46	16,336.54	0.6%
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Fund Expenditures:	2,881,885.00	2,865,556.43	16,328.57	0.6%
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Fund Excess/(Deficit):	3,660,615.00	(27,575.35)
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2022 BUDGET POSITION

City Of College Place

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412 Wastewater Debt Service Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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006 Charges For Goods & Services

006 Charges For Goods & Services	721,211.00	46,390.41	674,820.59	93.6%
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006 Charges For Goods & Services	721,211.00	46,390.41	674,820.59	93.6%
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025 Miscellaneous

025 Miscellaneous	1,000.00	18.63	981.37	98.1%
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025 Miscellaneous	1,000.00	18.63	981.37	98.1%
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107 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
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107 Loan Proceeds	0.00	0.00	0.00	100.0%
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Fund Revenues:	722,211.00	46,409.04	675,801.96	93.6%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

025 Miscellaneous	25.00	31.00	(6.00)	0.0%
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025 Miscellaneous	25.00	31.00	(6.00)	0.0%
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070 Interfund Transfers

070 Operating Transfers	300,000.00	0.00	300,000.00	100.0%
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070 Interfund Transfers	300,000.00	0.00	300,000.00	100.0%
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590 Long Term Debt Payment/Interes

001 Long Term Debt Redemption	471,248.48	5,250.00	465,998.48	98.9%
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002 Interest & Other Debt Costs	244,536.00	0.00	244,536.00	100.0%
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591 Interest & Debt Service	715,784.48	5,250.00	710,534.48	99.3%
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590 Long Term Debt Payment/Interes	715,784.48	5,250.00	710,534.48	99.3%
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Fund Expenditures:	1,015,809.48	5,281.00	1,010,528.48	99.5%
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Fund Excess/(Deficit):	(293,598.48)	41,128.04
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2022 BUDGET POSITION

City Of College Place

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413 Water Capital Improvement Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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006 Charges For Goods & Services

006 Charges For Goods & Services	934,754.00	76,390.04	858,363.96	91.8%
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006 Charges For Goods & Services	934,754.00	76,390.04	858,363.96	91.8%
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070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
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070 Interfund Transfers	0.00	0.00	0.00	100.0%
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100 Grants

101 Indirect Federal Grants	0.00	0.00	0.00	100.0%
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100 Grants	0.00	0.00	0.00	100.0%
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590 Long Term Debt Payment/Interes

000	1,500.00	60.41	1,439.59	96.0%
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591 Interest & Debt Service	1,500.00	60.41	1,439.59	96.0%
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590 Long Term Debt Payment/Interes	1,500.00	60.41	1,439.59	96.0%
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Fund Revenues:	936,254.00	76,450.45	859,803.55	91.8%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

025 Miscellaneous	35.00	3.23	31.77	90.8%
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025 Miscellaneous	35.00	3.23	31.77	90.8%
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070 Interfund Transfers

070 Operating Transfers	332,100.00	0.00	332,100.00	100.0%
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070 Interfund Transfers	332,100.00	0.00	332,100.00	100.0%
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590 Long Term Debt Payment/Interes

001 Long Term Debt Redemption	679,930.79	0.00	679,930.79	100.0%
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002 Interest & Other Debt Costs	59,846.00	0.00	59,846.00	100.0%
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591 Interest & Debt Service	739,776.79	0.00	739,776.79	100.0%
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590 Long Term Debt Payment/Interes	739,776.79	0.00	739,776.79	100.0%
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Fund Expenditures:	1,071,911.79	3.23	1,071,908.56	100.0%
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Fund Excess/(Deficit):	(135,657.79)	76,447.22
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2022 BUDGET POSITION

City Of College Place

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425 Water Revenue Bond Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	750.00	18.98	731.02	97.5%
025 Miscellaneous	750.00	18.98	731.02	97.5%
025 Miscellaneous	750.00	18.98	731.02	97.5%

070 Interfund Transfers

070 Operating Transfers	332,100.00	0.00	332,100.00	100.0%
070 Interfund Transfers	332,100.00	0.00	332,100.00	100.0%

Fund Revenues:	332,850.00	18.98	332,831.02	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	1.02	(1.02)	0.0%
025 Miscellaneous	0.00	1.02	(1.02)	0.0%
025 Miscellaneous	0.00	1.02	(1.02)	0.0%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

590 Long Term Debt Payment/Interes

001 Long Term Debt Redemption	225,000.00	0.00	225,000.00	100.0%
002 Interest & Other Debt Costs	107,100.00	0.00	107,100.00	100.0%
591 Interest & Debt Service	332,100.00	0.00	332,100.00	100.0%
590 Long Term Debt Payment/Interes	332,100.00	0.00	332,100.00	100.0%

Fund Expenditures:	332,100.00	1.02	332,098.98	100.0%
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Fund Excess/(Deficit):	750.00	17.96
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2022 BUDGET POSITION

City Of College Place

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426 Water Bond Reserve Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	500.00	8.07	491.93	98.4%
025 Miscellaneous	500.00	8.07	491.93	98.4%
025 Miscellaneous	500.00	8.07	491.93	98.4%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

107 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
107 Loan Proceeds	0.00	0.00	0.00	100.0%

Fund Revenues:	500.00	8.07	491.93	98.4%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	0.00	0.43	(0.43)	0.0%
025 Miscellaneous	0.00	0.43	(0.43)	0.0%
025 Miscellaneous	0.00	0.43	(0.43)	0.0%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

Fund Expenditures:	0.00	0.43	(0.43)	0.0%
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Fund Excess/(Deficit):	500.00	7.64
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2022 BUDGET POSITION

City Of College Place

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431 Water System Construction Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	6,500.00	(2,293.12)	8,793.12	135.3%
009 PWTF Loan Related	0.00	0.00	0.00	100.0%
025 Miscellaneous	6,500.00	(2,293.12)	8,793.12	135.3%
025 Miscellaneous	6,500.00	(2,293.12)	8,793.12	135.3%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

100 Grants

105 State Grants	0.00	0.00	0.00	100.0%
100 Grants	0.00	0.00	0.00	100.0%

107 Loan Proceeds

111 State Loans	100,000.00	0.00	100,000.00	100.0%
107 Loan Proceeds	100,000.00	0.00	100,000.00	100.0%

370 Capital Contributions

370 Capital Contributions	0.00	0.00	0.00	100.0%
370 Capital Contributions	0.00	0.00	0.00	100.0%

390 Loan Proceeds

111 State Loans	0.00	0.00	0.00	100.0%
390 Loan Proceeds	0.00	0.00	0.00	100.0%

Fund Revenues:	106,500.00	(2,293.12)	108,793.12	102.2%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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025 Miscellaneous

000	20.00	5.19	14.81	74.1%
025 Miscellaneous	20.00	5.19	14.81	74.1%
025 Miscellaneous	20.00	5.19	14.81	74.1%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

2022 BUDGET POSITION

City Of College Place

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431 Water System Construction Fund

Months: 01 To: 01

Expenditures	Amt Budgeted	Expenditures	Remaining
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534 Water Department

000	0.00	0.00	0.00	100.0%
001 Administration / General	100,000.00	0.00	100,000.00	100.0%
005 Capital Expenditures	0.00	0.00	0.00	100.0%
534 Water Utilities	100,000.00	0.00	100,000.00	100.0%
534 Water Department	100,000.00	0.00	100,000.00	100.0%
Fund Expenditures:	100,020.00	5.19	100,014.81	100.0%
Fund Excess/(Deficit):	6,480.00	(2,298.31)		

2022 BUDGET POSITION

City Of College Place

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500 Equipment Rental & Replacement

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

001 Interest & Other Earnings	6,500.00	(100.95)	6,600.95	101.6%
005 Other Miscellaneous Revenue	0.00	14.42	(14.42)	0.0%
025 Miscellaneous	6,500.00	(86.53)	6,586.53	101.3%
025 Miscellaneous	6,500.00	(86.53)	6,586.53	101.3%

070 Interfund Transfers

070 Operating Transfers	0.00	0.00	0.00	100.0%
070 Interfund Transfers	0.00	0.00	0.00	100.0%

107 Loan Proceeds

092 Loan Receipts	0.00	0.00	0.00	100.0%
107 Loan Proceeds	0.00	0.00	0.00	100.0%

548 Equipment Rental & Replacement

020 Economic Environment	0.00	0.00	0.00	100.0%
070 Operating Transfers	425,000.00	0.00	425,000.00	100.0%
548 Equipment Rental & Replacement	425,000.00	0.00	425,000.00	100.0%

Fund Revenues:	431,500.00	(86.53)	431,586.53	100.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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522 Fire Department

002 Fire Suppression	0.00	0.00	0.00	100.0%
010 Mobilization Program	500.00	0.00	500.00	100.0%
522 Fire Control	500.00	0.00	500.00	100.0%
522 Fire Department	500.00	0.00	500.00	100.0%

548 Equipment Rental & Replacement

515 Legal	0.00	0.00	0.00	100.0%
000	0.00	0.00	0.00	100.0%
001 Administration/Overhead Costs	133,094.98	55,294.31	77,800.67	58.5%
002 Operations / General	311,265.00	12,148.92	299,116.08	96.1%
548 Equipment Rental & Replacement	444,359.98	67,443.23	376,916.75	84.8%
548 Equipment Rental & Replacement	444,359.98	67,443.23	376,916.75	84.8%

Fund Expenditures:	444,859.98	67,443.23	377,416.75	84.8%
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2022 BUDGET POSITION

City Of College Place

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500 Equipment Rental & Replacement

Months: 01 To: 01

Fund Excess/(Deficit):	(13,359.98)	(67,529.76)
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2022 BUDGET POSITION

City Of College Place

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625 Flexible Benefits Plan Fund

Months: 01 To: 01

Revenues	Amt Budgeted	Revenues	Remaining
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025 Miscellaneous

025 Miscellaneous	0.00	0.11	(0.11)	0.0%
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025 Miscellaneous	0.00	0.11	(0.11)	0.0%
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380 Non-Revenues

060 Agency & Other Type Deposits	15,000.00	755.34	14,244.66	95.0%
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380 Non-Revenues	15,000.00	755.34	14,244.66	95.0%
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Fund Revenues:	15,000.00	755.45	14,244.55	95.0%
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Expenditures	Amt Budgeted	Expenditures	Remaining
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516 Human Resources

589 Non-Expenditures	12,000.00	538.91	11,461.09	95.5%
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516 Human Resources	12,000.00	538.91	11,461.09	95.5%
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Fund Expenditures:	12,000.00	538.91	11,461.09	95.5%
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Fund Excess/(Deficit):	3,000.00	216.54
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2022 BUDGET POSITION TOTALS

City Of College Place

Months: 01 To: 01

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Fund	Revenue Budgeted	Received		Expense Budgeted	Spent	
001 Current Expense Fund	9,010,481.00	438,949.75	95.1%	10,338,292.11	488,383.30	95%
005 Current Expense Reserve Fund	101,800.00	-725.10	100.7%	0.00	1.64	0%
012 Technology Reserve Fund	601,500.00	-506.63	100.1%	584,000.00	70,844.26	88%
061 Employee Benefit Reserve Fund	102,500.00	-658.16	100.6%	84,665.00	983.99	99%
100 Street Fund	1,019,771.00	13,777.49	98.6%	980,428.78	57,426.20	94%
120 Criminal Justice Fund	15,533.00	3,618.50	76.7%	39,977.00	18,143.70	55%
121 Forfeited Proceeds Fund	520.00	-3.94	100.8%	0.00	0.01	0%
130 Hotel/Motel Tax	20,000.00	1,439.82	92.8%	30,100.00	0.16	100%
201 ULTGO Bond Fund	487,960.00	0.30	100.0%	487,050.00	0.00	100%
202 LTGO Bond Fund	0.00	0.00	100.0%	0.00	0.00	100%
235 Commercial Drive Bond Debt Se	140,734.00	8.05	100.0%	140,483.00	0.43	100%
301 Street Capital Contribution Fund	61,020.00	0.15	100.0%	50,000.00	0.00	100%
305 Capital Improvement Fund (REE)	212,500.00	9,204.94	95.7%	160,000.00	2.03	100%
306 Capital Improvement Fund (REE)	2,214,000.00	7,706.96	99.7%	3,256,683.00	5.43	100%
309 CDBG Projects Fund	364,000.00	0.01	100.0%	364,000.00	0.00	100%
311 Street Improvement Fund	2,076,304.00	-357.82	100.0%	2,134,585.00	0.81	100%
315 Facility Maintenance Reserve Fun	501,500.00	-915.96	100.2%	493,000.00	2.07	100%
320 Equipment Reserve Fund	1,719,630.00	-879.73	100.1%	1,701,130.00	36,559.04	98%
330 Economic Development Fund	140,250.00	20.43	100.0%	600,000.00	80,916.28	87%
340 Economic Development Reserve	0.00	0.00	100.0%	0.00	0.00	100%
400 Water Fund	2,068,216.00	128,973.05	93.8%	2,075,994.22	169,625.37	92%
401 Wastewater Fund	2,908,594.00	238,094.44	91.8%	2,542,648.82	133,660.99	95%
402 Stormwater Fund	617,500.00	53,791.45	91.3%	587,129.30	40,432.63	93%
403 Stormwater Capital Reserve Func	1,132,700.00	-216.78	100.0%	1,258,562.00	0.49	100%
410 Water Capital Reserve Fund	5,238,562.00	3,982.59	99.9%	4,964,280.00	11,495.26	100%
411 Wastewater Capital Reserve Func	6,542,500.00	2,837,981.08	56.6%	2,881,885.00	2,865,556.43	1%
412 Wastewater Debt Service Fund	722,211.00	46,409.04	93.6%	1,015,809.48	5,281.00	99%
413 Water Capital Improvement Rese	936,254.00	76,450.45	91.8%	1,071,911.79	3.23	100%
425 Water Revenue Bond Fund	332,850.00	18.98	100.0%	332,100.00	1.02	100%
426 Water Bond Reserve Fund	500.00	8.07	98.4%	0.00	0.43	0%
431 Water System Construction Fund	106,500.00	-2,293.12	102.2%	100,020.00	5.19	100%
500 Equipment Rental & Replacemen	431,500.00	-86.53	100.0%	444,859.98	67,443.23	85%
625 Flexible Benefits Plan Fund	15,000.00	755.45	95.0%	12,000.00	538.91	96%
	39,842,890.00	3,854,547.23	90.3%	38,731,594.48	4,047,313.53	89.6%

TOTALS FOR: Banner Bank Credit Cards

City Of College Place

Time: 16:06:52 Date: 02/16/2022

01/01/2022 To: 01/31/2022

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Accts

Pay #	Date	Vendor	Amount	Memo
80464	01/31/2022	7404 Banner Bank Credit Cards	629.37	CD-5296
012 - 594 18 64 03 Software / Software Upd		GHA Technologies, Inc.	629.37	GHA - GFI Archiver Subscription License Renewal
80460	01/31/2022	7404 Banner Bank Credit Cards	803.29	CH-9343
001 - 514 23 49 01 Registration Fees / Traini		Municipal Research & Service Cntr Of Wa	35.00	MRSC Tax Increment Financing Training - B.Carleton
001 - 514 23 49 01 Registration Fees / Traini		Municipal Research & Service Cntr Of Wa	35.00	MRSC Tax Increment Financing Training - D.Schmick
001 - 573 90 49 00 Miscellaneous		Eventbrite	79.81	Farmers Market Boot Camp - S.St.Clair
001 - 573 90 49 00 Miscellaneous		WSFMA	109.98	Washington Farmers Market Conference - S.St.Clair
012 - 594 18 64 03 Software / Software Upd		ESRI	543.50	ArcGIS Block 1,000 (Qty 5)
80461	01/31/2022	7404 Banner Bank Credit Cards	1,342.00	CH-9384
001 - 513 10 49 00 Miscellaneous		WCMA	315.00	WMCA Membership - M.Rizzitiello
001 - 513 10 49 00 Miscellaneous		ICMA	1,027.00	ICMA Mebership Renewal - M.Rizzitiello
80463	01/31/2022	7404 Banner Bank Credit Cards	1,434.91	FD-9965
001 - 522 10 43 00 Travel		Alaska Airlines	307.20	Travel - Flight - D.Winter - Training In Denver
001 - 522 20 31 00 Operating Supplies - Sup		Two Devils Tools Inc.	228.50	Iron Fox Flathead Axe
001 - 522 20 31 00 Operating Supplies - Sup		Engine Co. Leather	497.70	EMS Supplies - Gloves
001 - 522 20 31 00 Operating Supplies - Sup		Amazon.com	157.62	AID Light Bulbs
001 - 522 26 31 00 Operating Supplies - EM		Wal-Mart Stores, Inc	74.32	EMS Supplies - Contour Next Test Strips, Band aids, Desk Pad
001 - 522 45 31 00 Operating Supplies - Trai		Home Depot Credit Services	169.57	Training Supplies - 4/8 OSB
80462	01/31/2022	7404 Banner Bank Credit Cards	450.00	PD-9475
001 - 521 40 49 01 Registrations/Fees - Trair		Street Crimes	450.00	Street Survival Officer Training - J.Duede
Total:			4,659.57	

TOTALS FOR: Home Depot Credit Services

City Of College Place

Time: 16:07:06 Date: 02/16/2022

01/01/2022 To: 01/31/2022

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Accts Pay #	Date	Vendor	Amount	Memo
80262	01/10/2022	5629 Home Depot Credit Services	1,492.73	Home Depot
001 - 594 18 64 19		Machinery/Equipment	-27.98	Early Payment Discount
001 - 594 18 64 19		Machinery/Equipment	1,520.71	Snow Blower
80263	01/10/2022	5629 Home Depot Credit Services	13.62	Home Depot
001 - 576 80 20 01		Other Benefits	13.88	Gloves
001 - 576 80 20 01		Other Benefits	-0.26	Early Payment Discount
80264	01/10/2022	5629 Home Depot Credit Services	2.36	Home Depot
500 - 548 68 31 00		Operating Supplies - Gen	2.40	Angle Plug
500 - 548 68 31 00		Operating Supplies - Gen	-0.04	Early Payment Discount
80265	01/10/2022	5629 Home Depot Credit Services	28.17	Home Depot
001 - 518 20 31 00		Operating Supplies - Faci	28.70	Supplies To Hang Corkboard
001 - 518 20 31 00		Operating Supplies - Faci	-0.53	Early Payment Discount
80455	01/25/2022	5629 Home Depot Credit Services	6.36	Home Depot
100 - 542 66 31 00		Operating Supplies - Sno	6.48	Starting Fluid
100 - 542 66 31 00		Operating Supplies - Sno	-0.12	Starting Fluid
80456	01/25/2022	5629 Home Depot Credit Services	22.91	Home Depot
001 - 576 80 31 00		Operating Supplies - Parl	23.34	Thick Metal Cutting Tool
001 - 576 80 31 00		Operating Supplies - Parl	-0.43	Thick Metal Cutting Tool
80457	01/25/2022	5629 Home Depot Credit Services	216.45	Home Depot
001 - 573 90 31 00		Operating Supplies - Con	220.51	Totes For Banners
001 - 573 90 31 00		Operating Supplies - Con	-4.06	Totes For Banners
80458	01/25/2022	5629 Home Depot Credit Services	38.35	Home Depot
500 - 548 68 31 00		Operating Supplies - Gen	39.07	Bath Tissue & Trigger Clamp
500 - 548 68 31 00		Operating Supplies - Gen	-0.72	Bath Tissue & Trigger Clamp
80459	01/25/2022	5629 Home Depot Credit Services	196.82	Home Depot
100 - 542 70 35 00		Sm Tools/Equipment	200.51	Ratchet Wrench Set, Socket Wrench Set, Deep Sockets, Claw Hammer, Screwdriver, Rubber Mallet, Adjustable Wrench, Tongue And Grove Plier
100 - 542 70 35 00		Sm Tools/Equipment	-3.69	Ratchet Wrench Set, Socket Wrench Set, Deep Sockets, Claw Hammer, Screwdriver, Rubber Mallet, Adjustable Wrench, Tongue And Grove Plier

TOTALS FOR: Home Depot Credit Services

City Of College Place

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01/01/2022 To: 01/31/2022

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Accts		Vendor	Amount	Memo
Pay #	Date			
Total:			2,017.77	

TOTALS FOR: Quill Corporation

City Of College Place

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01/01/2022 To: 01/31/2022

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Accts

Pay #	Date	Vendor	Amount	Memo
80442	01/25/2022	218 Quill Corporation	206.40	Office Supplies
001 - 513	10 31 01	Office Supplies - Executi	22.65	City Hall General Office Supplies - Paper
001 - 514	23 31 01	Office Supplies - Budgeti	30.39	City Hall General Office Supplies - Paper
001 - 514	30 31 01	Office Supplies - Record:	9.75	City Hall General Office Supplies - Paper
001 - 518	10 31 01	Office Supplies - HR Adi	19.61	City Hall General Office Supplies - Paper
402 - 531	27 31 01	Stormwater Utilities - Of	1.72	City Hall General Office Supplies - Paper
400 - 534	10 31 01	Office Supplies - Admini	8.39	City Hall General Office Supplies - Paper
400 - 534	27 31 01	Water Utilities - Office S	33.83	City Hall General Office Supplies - Paper
401 - 535	10 31 01	Office Supplies - Admini	6.40	City Hall General Office Supplies - Paper
401 - 535	27 31 01	Sewer Utilities - Office S	37.84	City Hall General Office Supplies - Paper
100 - 543	10 31 01	Office Supplies - Admini	1.42	City Hall General Office Supplies - Paper
500 - 548	68 31 00	Operating Supplies - Gen	34.40	Paper
80319	01/15/2022	218 Quill Corporation	223.59	Supplies
001 - 513	10 31 01	Office Supplies - Executi	6.29	City Hall General Office Supplies - Paper, White Out, Boxes
001 - 514	23 31 01	Office Supplies - Budgeti	15.86	Office Supplies - Deputy - Calendar & Pens
001 - 514	23 31 01	Office Supplies - Budgeti	8.44	City Hall General Office Supplies - Paper, White Out, Boxes
001 - 514	30 31 01	Office Supplies - Record:	5.67	Clerk Office Supplies - Calendar
001 - 514	30 31 01	Office Supplies - Record:	2.71	City Hall General Office Supplies - Paper, White Out, Boxes
001 - 518	10 31 01	Office Supplies - HR Adi	35.38	HR Office Supplies - Calendar & W2 Envelopes
001 - 518	10 31 01	Office Supplies - HR Adi	6.35	Office Supplies - Deputy - Calendar & Pens
001 - 518	10 31 01	Office Supplies - HR Adi	5.45	City Hall General Office Supplies - Paper, White Out, Boxes
402 - 531	10 31 01	Office Supplies - Stormw	10.00	HR Office Supplies - Calendar & W2 Envelopes
402 - 531	27 31 01	Stormwater Utilities - Of	11.90	Office Supplies - Deputy - Calendar & Pens
402 - 531	27 31 01	Stormwater Utilities - Of	3.13	Clerk Office Supplies - Calendar
402 - 531	27 31 01	Stormwater Utilities - Of	0.48	City Hall General Office Supplies - Paper, White Out, Boxes
400 - 534	10 31 01	Office Supplies - Admini	11.54	HR Office Supplies - Calendar & W2 Envelopes
400 - 534	10 31 01	Office Supplies - Admini	2.33	City Hall General Office Supplies - Paper, White Out, Boxes
400 - 534	27 31 01	Water Utilities - Office S	23.00	Office Supplies - Deputy - Calendar & Pens
400 - 534	27 31 01	Water Utilities - Office S	3.33	Clerk Office Supplies - Calendar
400 - 534	27 31 01	Water Utilities - Office S	9.40	City Hall General Office Supplies - Paper, White Out, Boxes
401 - 535	10 31 01	Office Supplies - Admini	8.46	HR Office Supplies - Calendar & W2 Envelopes
401 - 535	10 31 01	Office Supplies - Admini	1.78	City Hall General Office Supplies - Paper, White Out, Boxes
401 - 535	27 31 01	Sewer Utilities - Office S	22.21	Office Supplies - Deputy - Calendar & Pens
401 - 535	27 31 01	Sewer Utilities - Office S	3.13	Clerk Office Supplies - Calendar
401 - 535	27 31 01	Sewer Utilities - Office S	10.51	City Hall General Office Supplies - Paper, White Out, Boxes
100 - 543	10 31 01	Office Supplies - Admini	10.00	HR Office Supplies - Calendar & W2 Envelopes
100 - 543	10 31 01	Office Supplies - Admini	4.30	Clerk Office Supplies - Calendar
100 - 543	10 31 01	Office Supplies - Admini	0.40	City Hall General Office Supplies - Paper, White Out, Boxes
500 - 548	70 31 01	Office Supplies - ER&R	1.54	HR Office Supplies - Calendar & W2 Envelopes
80320	01/15/2022	218 Quill Corporation	90.23	Supplies

TOTALS FOR: Quill Corporation

City Of College Place

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01/01/2022 To: 01/31/2022

Page: 2

Accts

Pay #	Date	Vendor	Amount	Memo
001 - 513 10 31 01		Office Supplies - Executi	5.36	City Hall General Office Supplies - Clorox And Paper
001 - 514 23 31 01		Office Supplies - Budgeti	7.19	City Hall General Office Supplies - Clorox And Paper
001 - 514 30 31 01		Office Supplies - Record:	6.35	Clerk Office Supplies - Calendar
001 - 514 30 31 01		Office Supplies - Record:	2.31	City Hall General Office Supplies - Clorox And Paper
001 - 518 10 31 01		Office Supplies - HR Adi	4.64	City Hall General Office Supplies - Clorox And Paper
402 - 531 27 31 01		Stormwater Utilities - Of	3.50	Clerk Office Supplies - Calendar
402 - 531 27 31 01		Stormwater Utilities - Of	6.09	Utility Clerk Office Supplies - Calendar & File Folders
402 - 531 27 31 01		Stormwater Utilities - Of	0.41	City Hall General Office Supplies - Clorox And Paper
400 - 534 10 31 01		Office Supplies - Admini	1.99	City Hall General Office Supplies - Clorox And Paper
400 - 534 27 31 01		Water Utilities - Office S	3.72	Clerk Office Supplies - Calendar
400 - 534 27 31 01		Water Utilities - Office S	9.96	Utility Clerk Office Supplies - Calendar & File Folders
400 - 534 27 31 01		Water Utilities - Office S	8.00	City Hall General Office Supplies - Clorox And Paper
401 - 535 10 31 01		Office Supplies - Admini	1.51	City Hall General Office Supplies - Clorox And Paper
401 - 535 27 31 01		Sewer Utilities - Office S	3.50	Clerk Office Supplies - Calendar
401 - 535 27 31 01		Sewer Utilities - Office S	11.61	Utility Clerk Office Supplies - Calendar & File Folders
401 - 535 27 31 01		Sewer Utilities - Office S	8.95	City Hall General Office Supplies - Clorox And Paper
100 - 543 10 31 01		Office Supplies - Admini	4.82	Clerk Office Supplies - Calendar
100 - 543 10 31 01		Office Supplies - Admini	0.32	City Hall General Office Supplies - Clorox And Paper

80443 01/25/2022 218 Quill Corporation**86.05 Supplies**

001 - 513 10 31 01		Office Supplies - Executi	10.59	City Hall General Office Supplies - Paper Towels
001 - 514 23 31 01		Office Supplies - Budgeti	14.21	City Hall General Office Supplies - Paper Towels
001 - 514 30 31 01		Office Supplies - Record:	4.56	City Hall General Office Supplies - Paper Towels
001 - 518 10 31 01		Office Supplies - HR Adi	9.17	City Hall General Office Supplies - Paper Towels
001 - 524 20 31 01		Office Supplies - Bldg. Ir	2.03	Community Development Admin Assistant Office Supplies - Mini Binder Clips
402 - 531 10 31 01		Office Supplies - Stormw	0.45	Community Development Admin Assistant Office Supplies - Mini Binder Clips
402 - 531 27 31 01		Stormwater Utilities - Of	0.80	City Hall General Office Supplies - Paper Towels
400 - 534 10 31 01		Office Supplies - Admini	3.92	City Hall General Office Supplies - Paper Towels
400 - 534 10 31 01		Office Supplies - Admini	0.84	Community Development Admin Assistant Office Supplies - Mini Binder Clips
400 - 534 27 31 01		Water Utilities - Office S	15.82	City Hall General Office Supplies - Paper Towels
401 - 535 10 31 01		Office Supplies - Admini	2.99	City Hall General Office Supplies - Paper Towels
401 - 535 10 31 01		Office Supplies - Admini	0.39	Community Development Admin Assistant Office Supplies - Mini Binder Clips
401 - 535 27 31 01		Sewer Utilities - Office S	17.69	City Hall General Office Supplies - Paper Towels
100 - 543 10 31 01		Office Supplies - Admini	0.67	City Hall General Office Supplies - Paper Towels
100 - 543 10 31 01		Office Supplies - Admini	0.28	Community Development Admin Assistant Office Supplies - Mini Binder Clips
500 - 548 70 31 01		Office Supplies - ER&R	0.17	Community Development Admin Assistant Office Supplies - Mini Binder Clips

TOTALS FOR: Quill Corporation

City Of College Place

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01/01/2022 To: 01/31/2022

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Accts		Vendor	Amount	Memo
Pay #	Date			
001 - 558 60 31 01		Office Supplies - Plannin	1.47	Community Development Admin Assistant Office Supplies - Mini Binder Clips
Total:			606.27	





U.S.
FLAG
DROP BOX

WORN FLAGS
ONLY

NO MAIL

February 9, 2022

Robert McAndrews
City of College Place
625 S. College Avenue
College Place, WA 99324

RE: Mountain View Drive Waterline Project Recommendation for Award

Dear Robert,

The Mountain View Drive Waterline Project was advertised on Quest CDN website, the Union-Bulletin website, and the Walla Walla Union-Bulletin newspaper. A public bid opening occurred yesterday February 8, 2022. There were two bidders on the project, POW Contracting and Double J Excavating. The bid tabulation is attached. The total prices are summarized as follows:

	Engineers Estimate	POW Contracting	Double J Excavating
Base Bid + Add. Alt. #1	\$606,945.00	\$841,978.24	\$1,052,946.25
Base Bid + Add. Alt. #2	\$610,996.00	\$972,858.48	\$1,146,231.93

Base Bid + Add. Alt. #1 (Water Service Pipe Via Mostly Trenchless Method) came in at a lower price, and is anticipated to be less of an impact to affected homeowners. For these reasons, it is recommended to award the Base Bid + Add. Alt. #1 to POW Contracting for the amount of \$841,978.24.

Attached to this letter is a summary of the bid evaluation that was conducted for POW. The City should work with legal counsel to review the bids, conduct any further review that is warranted, consider irregularities that may be present based on your review, waive any informalities, and make a final recommendation to the City Council for contract award.

Also attached is "Attachment 7-B" from the PWB 2021-2023 Program Policies-Handbook that should be completed after award in accordance with funding required by the Washington State Public Works Board for this project.



Sincerely,

Ben Haws, P.E.
J-U-B ENGINEERS, Inc.

Enc: Bid Evaluation Summary
 Bid Abstract
 Attachment 7-B

Bid Evaluation Summary

Bid Opening: 2/8/2022

Criteria No.	Evaluation Criteria	POW Contracting
1	Sealed Bid Received on time?	Yes
2	Proposal contains all contents listed in the bidder's checklist	Yes
3	Addenda properly acknowledged?	Yes
4	Bid schedule completed in conformance with Instructions?	Yes
5	Washington Contractor's License Registration included and verified?	Yes
6	Proposal Signed?	Yes
7	Subcontractor form submitted?	Yes
8	Bid bond and warranty included and signed?	Yes
9	PWB and RCW 39-04-350 certification of wage compliance	Yes
10	Reference check satisfactory?	N/A ¹
11	Is Bid Responsive?	Yes
¹ J-U-B has direct experience and knowledge of this Contractor and has experienced satisfactory performance in the past.		

Mountain View Drive Waterline Project

City of College Place

Bid Abstract, 2/8/2022

Base Bid

Item No.	Approx. Quantity	Base Bid	Engineers Estimate		Low Bidder		2nd Low Bidder	
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	1 LS	Mobilization	\$42,587.92	\$42,587.92	\$53,000.00	\$53,000.00	\$96,000.00	\$96,000.00
2	1 LS	Project Temporary Traffic Control	\$8,735.98	\$8,735.98	\$15,000.00	\$15,000.00	\$25,200.00	\$25,200.00
3	1 LS	SPCC Plan	\$1,638.00	\$1,638.00	\$500.00	\$500.00	\$500.00	\$500.00
4	1 LS	Construction Survey	\$5,459.99	\$5,459.99	\$15,000.00	\$15,000.00	\$8,640.00	\$8,640.00
5	1 LS	Site Pre-Construction Photos	\$1,092.00	\$1,092.00	\$5,000.00	\$5,000.00	\$280.00	\$280.00
6	1 LS	Property Owner Pre-Construction Agreements	\$1,638.00	\$1,638.00	\$5,000.00	\$5,000.00	\$560.00	\$560.00
7	1 LS	Property Owner Post-Construction Agreements	\$1,638.00	\$1,638.00	\$2,500.00	\$2,500.00	\$560.00	\$560.00
8	1 LS	Materials Testing	\$2,184.00	\$2,184.00	\$7,500.00	\$7,500.00	\$6,800.00	\$6,800.00
9	1 LS	Demolition and Disposal of Existing Pipe and Valves	\$1,638.00	\$1,638.00	\$3,500.00	\$3,500.00	\$8,080.00	\$8,080.00
10	1 LS	AC Pipe Handling and Disposal Plan	\$1,092.00	\$1,092.00	\$500.00	\$500.00	\$6,480.00	\$6,480.00
11	111 LF	Ductile Iron Pipe for Water Main 6 In. Diam.	\$41.32	\$4,586.39	\$55.00	\$6,105.00	\$92.00	\$10,212.00
12	1550 LF	Ductile Iron Pipe for Water Main 8 In. Diam.	\$55.27	\$85,671.61	\$65.00	\$100,750.00	\$73.00	\$113,150.00
13	1 EA	Hydrant Assembly	\$5,459.99	\$5,459.99	\$4,500.00	\$4,500.00	\$5,365.00	\$5,365.00
14	4 EA	Gate Valve - 6 In.	\$2,350.85	\$9,403.41	\$1,250.00	\$5,000.00	\$1,091.00	\$4,364.00
15	13 EA	Gate Valve - 8 In.	\$3,645.53	\$47,391.84	\$1,750.00	\$22,750.00	\$1,555.00	\$20,215.00
16	17 EA	Valve Box and Cover	\$382.20	\$6,497.39	\$150.00	\$2,550.00	\$370.00	\$6,290.00
17	35 EA	Demolish Existing Water Meter	\$218.40	\$7,643.99	\$450.00	\$15,750.00	\$260.00	\$9,100.00
18	35 EA	New Water Meter Assembly	\$338.52	\$11,848.18	\$2,750.00	\$96,250.00	\$1,260.00	\$44,100.00
19	372 LF	Directional Drilling Water Service Pipe 1 In. Diam.	\$32.76	\$12,186.70	\$55.00	\$20,460.00	\$77.00	\$28,644.00
20	19 EA	Connect to Existing Pipe	\$546.00	\$10,373.98	\$450.00	\$8,550.00	\$600.00	\$11,400.00
21	400 TN	HMA Pavement	\$109.19	\$43,674.46	\$235.00	\$94,000.00	\$450.00	\$180,000.00
22	14 EA	Cap Existing Water Main pipe ≥ 2 In. Diam.	\$1,638.00	\$22,931.96	\$450.00	\$6,300.00	\$410.00	\$5,740.00
23	80 EA	Cap Existing Water Main pipe < 2 In. Diam.	\$273.00	\$21,839.96	\$100.00	\$8,000.00	\$300.00	\$24,000.00
24	4 EA	8 In. x 8 In. x 6 In. DI Tee	\$1,462.19	\$5,848.74	\$750.00	\$3,000.00	\$835.00	\$3,340.00
25	4 EA	8 In. DI Tee	\$1,677.96	\$6,711.86	\$850.00	\$3,400.00	\$910.00	\$3,640.00
26	5 EA	8 In. DI MJxFL Transition Fitting	\$1,747.20	\$8,735.98	\$400.00	\$2,000.00	\$560.00	\$2,800.00
27	1 EA	8 In. DI Coupling	\$1,747.20	\$1,747.20	\$500.00	\$500.00	\$580.00	\$580.00
28	70 LF	Remove and Replace Cement Concrete Traffic Curb and Gutter	\$16.38	\$1,146.60	\$60.00	\$4,200.00	\$98.00	\$6,860.00
29	2444 LF	Imported Rock Pipe Backfill	\$24.02	\$58,714.55	\$15.00	\$36,660.00	\$37.00	\$90,428.00
30	1 LS	As-Built Drawings	\$4,367.99	\$4,367.99	\$500.00	\$500.00	\$2,305.00	\$2,305.00
		Base Bid Subtotal		\$444,486.66		\$548,725.00		\$725,633.00
		Washington State Sales Tax at 8.7%		\$38,670.34		\$47,739.08		\$63,130.07
		Base Bid Total		\$483,157.00		\$596,464.08		\$788,763.07

Mountain View Drive Waterline Project

City of College Place

Bid Abstract, 2/8/2022

Additive Alternate #1 - Water Service Pipe Via Mostly Trenchless Method

			Engineers Estimate		Low Bidder		2nd Low Bidder	
					POW Contracting		Double J Excavating Inc	
Item No.	Approx. Quantity	Base Bid	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	3000 LF	Directional Drilling Water Service Pipe 1 In. Diam.	\$30.80	\$92,388.40	\$53.00	\$159,000.00	\$64.35	\$193,050.00
2	796 LF	Open Trench Water Service Pipe 1 In. Diam.	\$23.00	\$18,308.00	\$74.00	\$58,904.00	\$61.80	\$49,192.80
3	796 LF	Select Native Water Pipe Backfill	\$4.00	\$3,184.00	\$10.00	\$7,960.00	\$1.00	\$796.00
		Base Bid Subtotal		\$113,880.40		\$225,864.00		\$243,038.80
		Washington State Sales Tax at 8.7%		\$9,907.60		\$19,650.17		\$21,144.38
		Additive Alternate Bid 1 Total		\$123,788.00		\$245,514.17		\$264,183.18

Additive Alternate #2 - Water Service Pipe Via Mostly Open Trench Method

			Engineers Estimate		Low Bidder		2nd Low Bidder	
					POW Contracting		Double J Excavating Inc	
Item No.	Approx. Quantity	Base Bid	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	3796 LF	Open Trench Water Service Pipe 1 In. Diam.	\$23.27	\$88,329.18	\$74.00	\$280,904.00	\$82.25	\$312,221.00
2	3013 LF	Select Native Water Pipe Backfill	\$4.00	\$12,052.00	\$10.00	\$30,130.00	\$1.00	\$3,013.00
3	783 LF	Imported Rock Pipe Backfill	\$22.00	\$17,226.00	\$45.00	\$35,235.00	\$17.40	\$13,624.20
		Base Bid Subtotal		\$117,607.18		\$346,269.00		\$328,858.20
		Washington State Sales Tax at 8.7%		\$10,231.82		\$30,125.40		\$28,610.66
		Additive Alternate Bid 2 Total		\$127,839.00		\$376,394.40		\$357,468.86

Summary of Bids

		Engineers Estimate		Low Bidder		2nd Low Bidder	
				POW Contracting		Double J Excavating Inc	
Base Bid + Additive Alternate Bid 1 =		\$606,945.00		\$841,978.24		\$1,052,946.25	
Base Bid + Additive Alternate Bid 2 =		\$610,996.00		\$972,858.48		\$1,146,231.93	

Attachment 7-B: Notice of Contract Award and Notice to Proceed

NOTIFICATION OF CONTRACT AWARD AND START OF CONSTRUCTION

CONTRACT

JURISDICTION: _____ NUMBER: _____

DATE OF NOTICE TO PROCEED: _____

CONTRACT AWARD DATE: _____

CONTRACT

PROJECT NAME: _____ AMOUNT: _____

PROJECT LOCATION: _____

GENERAL CONTRACTOR: _____

DATE BID SOLICITATION PUBLISHED*: _____

BID OPENING DATE: _____ NUMBER OF BIDS RECEIVED: _____

NAMES/ADDRESSES OF DISADVANTAGED BUSINESS ENTERPRISE SOLICITED (if applicable):

APPLICABLE FEDERAL WAGE DECISION NUMBER (if applicable): _____

MODIFICATIONS**: _____

PRECONSTRUCTION CONFERENCE DATE (if applicable): _____

CONSTRUCTION START DATE: _____

SUBMITTED BY: _____

SIGNATURE: _____ TITLE: _____

PRINTED NAME: _____

ADDRESS: _____

Please attach copy of published bid solicitation advertisement.

PLEASE NOTE: Federally funded projects are subject to paying the higher of Federal or State prevailing wages.

City of College Place, Washington
RESOLUTION NO. 22-010

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AWARD CONSTRUCTION BID TO POW CONTRACTING FOR THE MOUNTAINVIEW AREA WATER SYSTEM IMPROVEMENTS IN THE BID AMOUNT OF \$841,978.24

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, this project is called out in the FY 2022 to 2027 Capital Facility Plan adopted by the College Place City Council via Ordinance #21-018 on November 23rd, 2021; and

Whereas, this project has been delayed multiple years due to cost escalations. To counteract this the City went after and obtained State Public Works Trust Fund award as well as City American Rescue Plan Grant allocation; and

Whereas, this project was publicly advertised and the City received two bids with the lowest coming from POW Contracting; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Award construction bid to POW Contracting to complete Mountainview Water System Improvements for \$841,978.24.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 22 day of February, 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

February 9, 2022

Robert McAndrews
City of College Place
625 S. College Avenue
College Place, WA 99324

RE: Mountain View Drive Waterline Project Recommendation for Award

Dear Robert,

The Mountain View Drive Waterline Project was advertised on Quest CDN website, the Union-Bulletin website, and the Walla Walla Union-Bulletin newspaper. A public bid opening occurred yesterday February 8, 2022. There were two bidders on the project, POW Contracting and Double J Excavating. The bid tabulation is attached. The total prices are summarized as follows:

	Engineers Estimate	POW Contracting	Double J Excavating
Base Bid + Add. Alt. #1	\$606,945.00	\$841,978.24	\$1,052,946.25
Base Bid + Add. Alt. #2	\$610,996.00	\$972,858.48	\$1,146,231.93

Base Bid + Add. Alt. #1 (Water Service Pipe Via Mostly Trenchless Method) came in at a lower price, and is anticipated to be less of an impact to affected homeowners. For these reasons, it is recommended to award the Base Bid + Add. Alt. #1 to POW Contracting for the amount of \$841,978.24.

Attached to this letter is a summary of the bid evaluation that was conducted for POW. The City should work with legal counsel to review the bids, conduct any further review that is warranted, consider irregularities that may be present based on your review, waive any informalities, and make a final recommendation to the City Council for contract award.

Also attached is "Attachment 7-B" from the PWB 2021-2023 Program Policies-Handbook that should be completed after award in accordance with funding required by the Washington State Public Works Board for this project.



Sincerely,

Ben Haws, P.E.
J-U-B ENGINEERS, Inc.

Enc: Bid Evaluation Summary
 Bid Abstract
 Attachment 7-B

Bid Evaluation Summary

Bid Opening: 2/8/2022

Criteria No.	Evaluation Criteria	POW Contracting
1	Sealed Bid Received on time?	Yes
2	Proposal contains all contents listed in the bidder's checklist	Yes
3	Addenda properly acknowledged?	Yes
4	Bid schedule completed in conformance with Instructions?	Yes
5	Washington Contractor's License Registration included and verified?	Yes
6	Proposal Signed?	Yes
7	Subcontractor form submitted?	Yes
8	Bid bond and warranty included and signed?	Yes
9	PWB and RCW 39-04-350 certification of wage compliance	Yes
10	Reference check satisfactory?	N/A ¹
11	Is Bid Responsive?	Yes
¹ J-U-B has direct experience and knowledge of this Contractor and has experienced satisfactory performance in the past.		

Mountain View Drive Waterline Project

City of College Place

Bid Abstract, 2/8/2022

Base Bid

Item No.	Approx. Quantity	Base Bid	Engineers Estimate		Low Bidder		2nd Low Bidder	
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
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6	1 LS	Property Owner Pre-Construction Agreements	\$1,638.00	\$1,638.00	\$5,000.00	\$5,000.00	\$560.00	\$560.00
7	1 LS	Property Owner Post-Construction Agreements	\$1,638.00	\$1,638.00	\$2,500.00	\$2,500.00	\$560.00	\$560.00
8	1 LS	Materials Testing	\$2,184.00	\$2,184.00	\$7,500.00	\$7,500.00	\$6,800.00	\$6,800.00
9	1 LS	Demolition and Disposal of Existing Pipe and Valves	\$1,638.00	\$1,638.00	\$3,500.00	\$3,500.00	\$8,080.00	\$8,080.00
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		Base Bid Subtotal		\$444,486.66		\$548,725.00		\$725,633.00
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		Base Bid Total		\$483,157.00		\$596,464.08		\$788,763.07

Mountain View Drive Waterline Project

City of College Place

Bid Abstract, 2/8/2022

Additive Alternate #1 - Water Service Pipe Via Mostly Trenchless Method

			Engineers Estimate		Low Bidder		2nd Low Bidder	
					POW Contracting		Double J Excavating Inc	
Item No.	Approx. Quantity	Base Bid	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
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3	796 LF	Select Native Water Pipe Backfill	\$4.00	\$3,184.00	\$10.00	\$7,960.00	\$1.00	\$796.00
		Base Bid Subtotal		\$113,880.40		\$225,864.00		\$243,038.80
		Washington State Sales Tax at 8.7%		\$9,907.60		\$19,650.17		\$21,144.38
		Additive Alternate Bid 1 Total		\$123,788.00		\$245,514.17		\$264,183.18

Additive Alternate #2 - Water Service Pipe Via Mostly Open Trench Method

			Engineers Estimate		Low Bidder		2nd Low Bidder	
					POW Contracting		Double J Excavating Inc	
Item No.	Approx. Quantity	Base Bid	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	3796 LF	Open Trench Water Service Pipe 1 In. Diam.	\$23.27	\$88,329.18	\$74.00	\$280,904.00	\$82.25	\$312,221.00
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3	783 LF	Imported Rock Pipe Backfill	\$22.00	\$17,226.00	\$45.00	\$35,235.00	\$17.40	\$13,624.20
		Base Bid Subtotal		\$117,607.18		\$346,269.00		\$328,858.20
		Washington State Sales Tax at 8.7%		\$10,231.82		\$30,125.40		\$28,610.66
		Additive Alternate Bid 2 Total		\$127,839.00		\$376,394.40		\$357,468.86

Summary of Bids

		Engineers Estimate	Low Bidder	2nd Low Bidder
			POW Contracting	Double J Excavating Inc
Base Bid + Additive Alternate Bid 1 =		\$606,945.00	\$841,978.24	\$1,052,946.25
Base Bid + Additive Alternate Bid 2 =		\$610,996.00	\$972,858.48	\$1,146,231.93

Attachment 7-B: Notice of Contract Award and Notice to Proceed

NOTIFICATION OF CONTRACT AWARD AND START OF CONSTRUCTION

CONTRACT

JURISDICTION: _____ NUMBER: _____

DATE OF NOTICE TO PROCEED: _____

CONTRACT AWARD DATE: _____

CONTRACT

PROJECT NAME: _____ AMOUNT: _____

PROJECT LOCATION: _____

GENERAL CONTRACTOR: _____

DATE BID SOLICITATION PUBLISHED*: _____

BID OPENING DATE: _____ NUMBER OF BIDS RECEIVED: _____

NAMES/ADDRESSES OF DISADVANTAGED BUSINESS ENTERPRISE SOLICITED (if applicable):

APPLICABLE FEDERAL WAGE DECISION NUMBER (if applicable): _____

MODIFICATIONS**: _____

PRECONSTRUCTION CONFERENCE DATE (if applicable): _____

CONSTRUCTION START DATE: _____

SUBMITTED BY: _____

SIGNATURE: _____ TITLE: _____

PRINTED NAME: _____

ADDRESS: _____

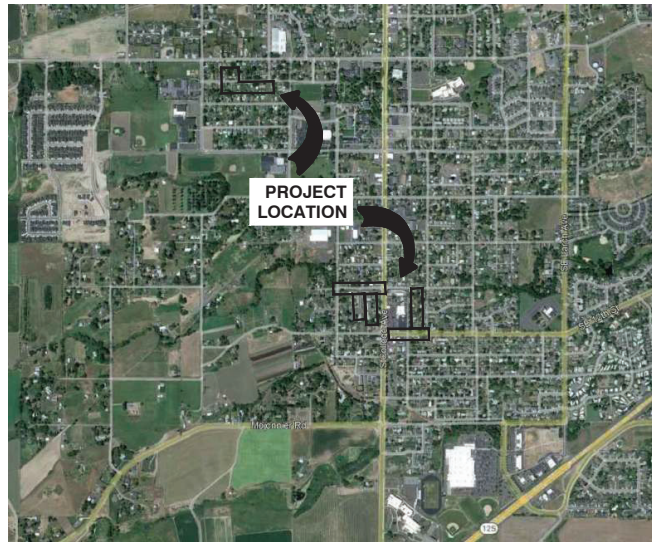
Please attach copy of published bid solicitation advertisement.

PLEASE NOTE: Federally funded projects are subject to paying the higher of Federal or State prevailing wages.

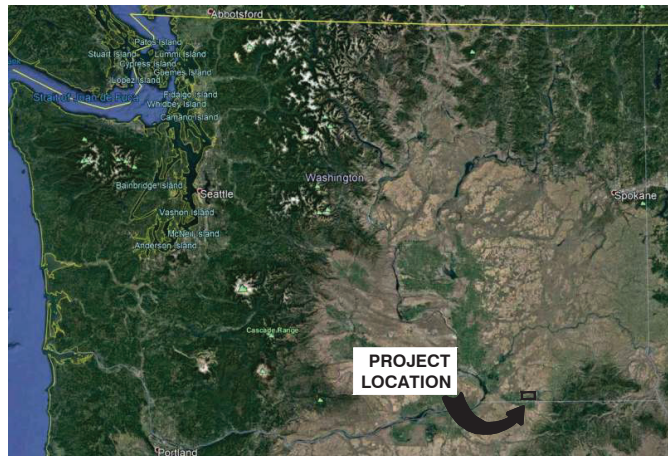
CITY OF COLLEGE PLACE

2022 SEWER CIPP PROJECT - 7016

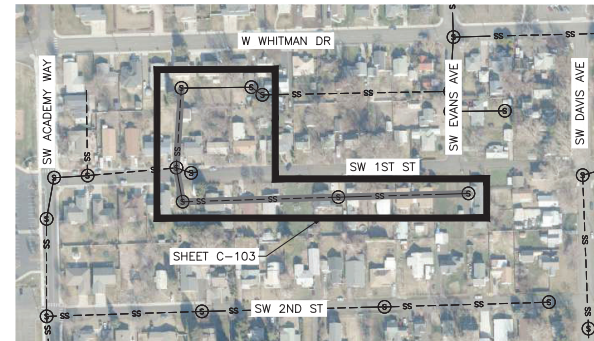
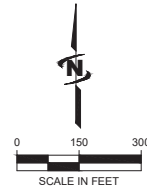
JANUARY 2022



VICINITY MAP



STATE LOCATION MAP



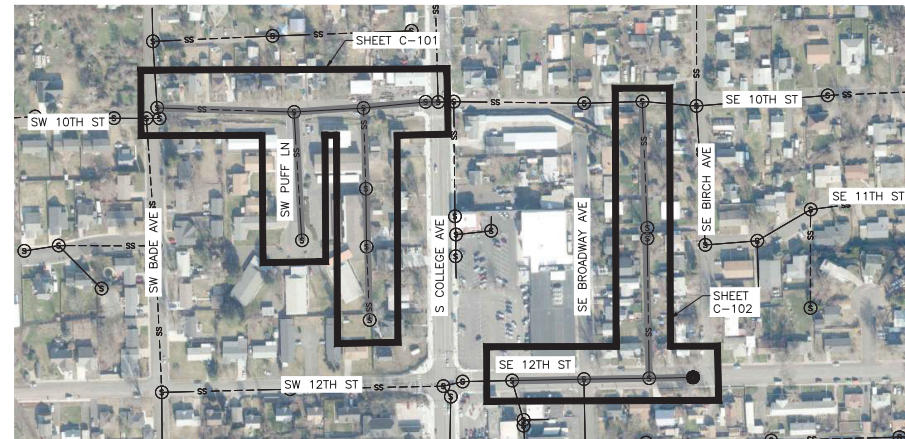
INDEX OF SHEETS

GENERAL

- G-001 COVER SHEET
- G-002 CONSTRUCTION NOTES AND INDEX OF SHEETS
- G-003 LEGEND, ABBREVIATIONS, SHEET NUMBERING

CIVIL

- C-101 10TH AVE, PUFF LN, ALLEY
- C-102 12TH AVE AND ALLEY
- C-103 LS No. 5 CCTV
- C-401 TEMPORARY BY-PASS PUMPING
- C-501 CIVIL DETAILS



PROJECT MAP

REUSE OF DOCUMENTS

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Any reuse without written consent by J-U-B, or without verification or adoption by J-U-B for the specific purpose intended by the reuse, will be at CLIENT's sole risk and without liability or legal exposure to J-U-B. The CLIENT shall release, defend, indemnify, and hold J-U-B harmless from any claims, damages, actions or causes of action, losses, and expenses, including reasonable attorneys' and expert fees, arising out of or resulting from such reuse.

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Know what's below.
Call before you dig.

CALL 2 BUSINESS DAYS IN ADVANCE BEFORE
YOU DIG, GRADE, OR EXCAVATE FOR THE
MARKING OF UNDERGROUND MEMBER
UTILITIES



J-U-B ENGINEERS, INC.



OTHER J-U-B COMPANIES

LAST UPDATED: 1/11/2022

SHEET NUMBER:

G-001

February 10, 2022

Robert McAndrews
City of College Place
625 S. College Avenue
College Place, WA 99324

RE: 2022 Sewer CIPP Project Recommendation for Award

Dear Robert,

The 2022 Sewer CIPP Project was advertised on the QuestCDN website, the Union-Bulletin website, and the Walla Walla Union-Bulletin newspaper. A public bid opening occurred on February 8, 2022. There were four bidders on the project: Iron Horse, Michels, Planning and Engineering Construction, and Insituform. The bid tabulation is attached. The total prices are summarized as follows:

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Iron Horse LLC	\$201,252.62
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Planning and Engineering Construction, Inc.	\$272,748.95
Insituform Technologies, LLC	\$301,880.55

Iron Horse LLC was the low bidder, and we recommended awarding the project to Iron Horse LLC for the amount of \$201,252.62.

Attached to this letter is a summary of the bid evaluation that was conducted for Iron Horse. The City should work with legal counsel to review the bids, conduct any further review that is warranted, consider irregularities that may be present based on your review, waive any informalities, and make a final recommendation to the City Council for contract award.

Sincerely,



Ben Haws, P.E.

J-U-B ENGINEERS, Inc.

Enc: Bid Evaluation Summary
 Bid Abstract
 Certification of Compliance with Wage Rates
 Letter stating compliance with Responsibility Criteria 1-7 in Special Provisions 1-02.14

Bid Evaluation Summary

Bid Opening: 2/8/2022

Criteria No.	Evaluation Criteria	Iron Horse LLC
1	Sealed Bid Received on time?	Yes
2	Proposal contains all contents listed in the bidder's checklist?	Yes
3	Addenda properly acknowledged?	N/A
4	Bid schedule completed in conformance with Instructions?	Yes
5	Washington Contractor's License Registration included and verified?	Yes
6	Proposal Signed?	Yes
7	Subcontractor form submitted?	Yes
8	Bid bond and warranty included and signed?	Yes
9	RCW 39-04-350 certification of wage compliance submitted?	Yes ²
10	Signed statement that bidder meets the supplemental criteria 1-7 listed in Special Provision 1-02.14?	Yes ²
11	Reference check satisfactory?	N/A ¹
12	Is Bid Responsive?	Yes

¹ J-U-B has direct experience and knowledge of this Contractor and has experienced satisfactory performance in the past.

² Iron Horse submitted this information, as requested, on 2/10/2022. Their information came in before noon on 2/10/2022, and meets the requirements of Special Provision 1-02.14.

BID ABSTRACT
City of College Place
2022 Sewer CIPP
College Place, WA
Tuesday February 8, 2022 at 11:00am

			ENGINEERS ESTIMATE		LOW BIDDER Iron Horse LLC		2ND LOW BIDDER Michels Corporation		3RD LOW BIDDER Planning and Engineering Construction, Inc.		4TH LOW BIDDER Insituform Technologies, LLC	
ITEM NO.	APPROX. QUANTITY	BASE BID SCHEDULE 1	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
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2.	1	LS Construction Traffic Control	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00	\$5,622.00	\$5,622.00	\$22,500.00	\$22,500.00	\$12,982.00	\$12,982.00
3.	1	LS Shoring and Trench Safety Systems	\$200.00	\$200.00	\$2,000.00	\$2,000.00	\$3,123.00	\$3,123.00	\$8,500.00	\$8,500.00	\$1,500.00	\$1,500.00
4.	2,551	LF CIPP Rehabilitation - 8 In. Diam. (UV or Thermal Cured)	\$60.00	\$153,060.00	\$38.00	\$96,938.00	\$43.50	\$110,968.50	\$42.00	\$107,142.00	\$55.00	\$140,305.00
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8.	1	EA 48" Manholes, 4-10ft	\$5,500.00	\$5,500.00	\$20,000.00	\$20,000.00	\$21,040.00	\$21,040.00	\$28,000.00	\$28,000.00	\$14,486.00	\$14,486.00
9.	1	LS Dewatering Plan	\$1,000.00	\$1,000.00	\$3,500.00	\$3,500.00	\$1,255.00	\$1,255.00	\$4,850.00	\$4,850.00	\$920.00	\$920.00
10.	1	LS Sewer Bypass Pumping	\$70,000.00	\$70,000.00	\$10,000.00	\$10,000.00	\$19,466.00	\$19,466.00	\$8,825.00	\$8,825.00	\$23,725.00	\$23,725.00
11.	1	LS HMA Restoration	\$1,500.00	\$1,500.00	\$8,000.00	\$8,000.00	\$5,210.00	\$5,210.00	\$8,500.00	\$8,500.00	\$5,047.00	\$5,047.00
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Certification of Compliance with Wage Payment Statutes Form

Effective July 23, 2017, before award of a public works contract, the bidder under consideration for award of a public works project must submit to the public agency a sworn statement or an unsworn declaration under penalty of perjury that it has not willfully violated wage payment laws within the past three years in order to be considered a responsible bidder. See [RCW 39.04.350](#).

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Updated July 2019 to reflect SSB 5017 regarding unsworn declarations.



CERTIFICATION OF COMPLIANCE WITH WAGE PAYMENT STATUTES

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (January 16th, 2022), the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

IRON HORSE LLC
Bidder's Business Name

Carlie Moore
Signature of Authorized Official*

Carlie Moore
Printed Name

managing member
Title

2/10/22
Date

Fairview
City

Oregon
State or country

Check One:

Sole Proprietorship ☐ Partnership ☒ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

Oregon

If a co-partnership, give firm name under which business is transacted:

Iron Horse LLC

* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner



P.O. Box 1472, Fairview, Oregon 97024
5501 NE 223rd Ave Building D, Fairview OR 97024
Tel: 503.674.0980 | Fax: 503.674.0989

OR CCB#213253 | WA# IRONHHL883BF
WBE/DBE #10683

Compliance of Supplemental Criteria

Project Name: College Place – 2022 Sewer CIPP Project

Iron Horse is in compliance with the Supplemental Criteria 1-7 listed in Special Provisions 1-02.14

Carlie Moore

Signature of Authorized Official:

Carlie Moore

Printed Name

2/10/2022

Date

City of College Place, Washington
RESOLUTION NO. 22-011

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AWARDING FY 2022 CIPP SEWER LINING CONTRACT TO IRON HORSE LLC FOR BID TOTALING \$201,252.62.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, this project was authorized by Ordinance #21-018 FY 2022 to FY 2027 Capital Facility Plan on November 23rd, 2021; and

Whereas, the project was competitively bid and the City received five bids with Iron Horse LLC being the lowest and within the authorized budgetary amount in the FY 2022 to 2027 Capital Facility Plan

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Award a contract to Iron Horse LLC in the amount of \$202,252.62.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 22 day of February, 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

February 10, 2022

Robert McAndrews
City of College Place
625 S. College Avenue
College Place, WA 99324

RE: 2022 Sewer CIPP Project Recommendation for Award

Dear Robert,

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THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

J-U-B FAMILY OF COMPANIES

Sincerely,

A handwritten signature in black ink, appearing to read "Ben Haws".

Ben Haws, P.E.

J-U-B ENGINEERS, Inc.

Enc: Bid Evaluation Summary
Bid Abstract
Certification of Compliance with Wage Rates
Letter stating compliance with Responsibility Criteria 1-7 in Special Provisions 1-02.14

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I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

IRON HORSE LLC
Bidder's Business Name

Carlie Moore
Signature of Authorized Official*

Carlie Moore
Printed Name

managing member
Title

2/10/22
Date

Fairview
City

Oregon
State or country

Check One:

Sole Proprietorship ☐ Partnership ☒ Joint Venture ☐ Corporation ☐

State of Incorporation, or if not a corporation, State where business entity was formed:

Oregon

If a co-partnership, give firm name under which business is transacted:

Iron Horse LLC

* If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner



P.O. Box 1472, Fairview, Oregon 97024
5501 NE 223rd Ave Building D, Fairview OR 97024
Tel: 503.674.0980 | Fax: 503.674.0989

OR CCB#213253 | WA# IRONHHL883BF
WBE/DBE #10683

Compliance of Supplemental Criteria

Project Name: College Place – 2022 Sewer CIPP Project

Iron Horse is in compliance with the Supplemental Criteria 1-7 listed in Special Provisions 1-02.14

Carlie Moore

Signature of Authorized Official:

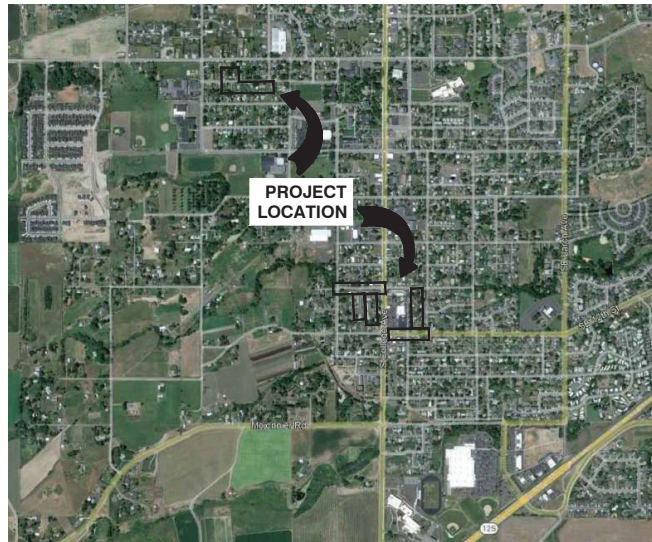
Carlie Moore

Printed Name

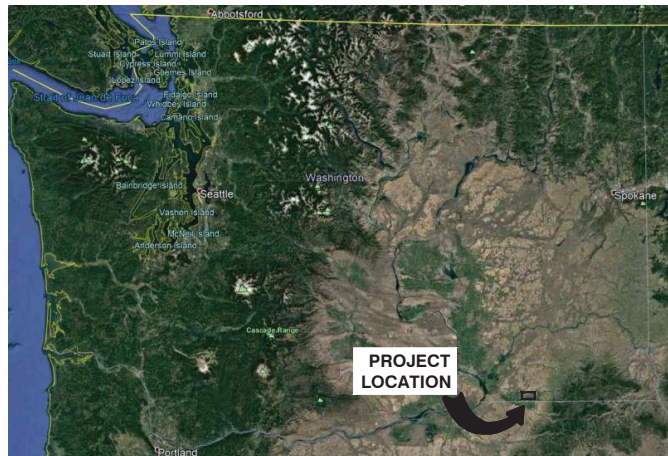
2/10/2022

Date

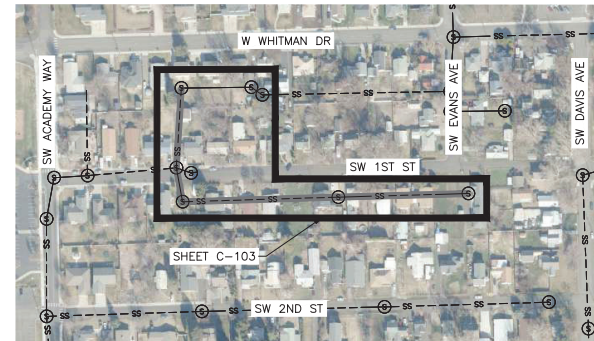
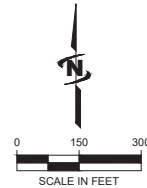
JANUARY 2022



VICINITY MAP



STATE LOCATION MAP



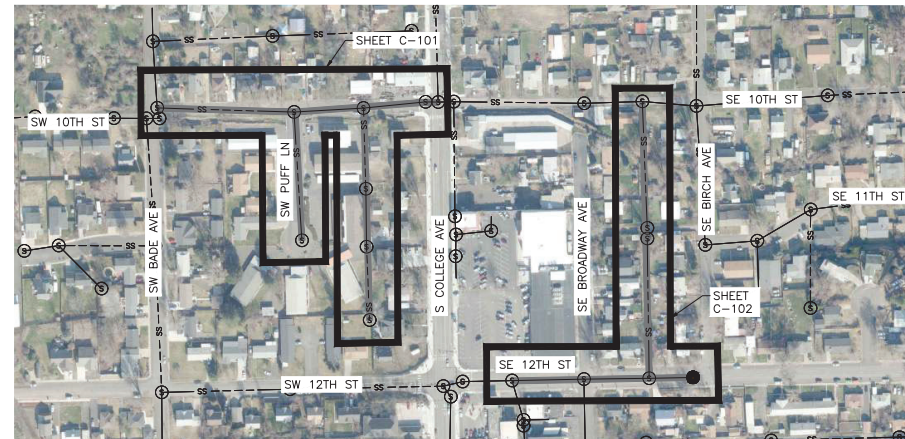
INDEX OF SHEETS

GENERAL

G-001	COVER SHEET
G-002	CONSTRUCTION NOTES AND INDEX OF SHEETS
G-003	LEGEND, ABBREVIATIONS, SHEET NUMBERING

CIVIL

C-101	10TH AVE, PUFF LN, ALLEY
C-102	12TH AVE AND ALLEY
C-103	LS No. 5 CCTV
C-401	TEMPORARY BY-PASS PUMPING
C-501	CIVIL DETAILS



PROJECT MAP

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Know what's below.
Call before you dig.



J-U-B ENGINEERS, INC.



OTHER J-U-B COMPANIES



PANIES

**CALL 2 BUSINESS DAYS IN ADVANCE BEFORE
YOU DIG, GRADE, OR EXCAVATE FOR THE
MARKING OF UNDERGROUND MEMBER
UTILITIES**

LAST UPDATED: 1/11/2022

SHEET NUMBER:

G-001

TRANSALTA CENTRALIA BOARD FUNDING, LLC
Energy Technology Fund
GRANT AGREEMENT

This Grant Agreement (the “Grant Agreement”) is entered between TransAlta Centralia Board Funding, LLC, acting through its Energy Technology Board (“Grantor”), and the City of College Place (“Grantee”) to establish the terms and conditions of a grant of funds from Grantor to Grantee to support the installation of a 100kW ground-mount solar system. In consideration of the mutual covenants, conditions, and agreements that follow, the parties hereby agree:

1. *Grant.* Grantee will receive the sum of \$202,909.00 subject to all the terms and conditions of this Grant Agreement.
2. *Disbursement Schedule.* The grant funds will be paid to Grantee in accordance with the disbursement schedule set forth on Exhibit A to this Grant Agreement, provided that Grantee returns a countersigned original of this Grant Agreement prior the date of the first such disbursement.
3. *Grant Activities; Budget.* Grantor agrees to perform the activities described in its grant proposal as finally accepted, a copy of which is attached to this Grant Agreement as Exhibit B (the “Grant Proposal”). Grantor approves the budget included in the Grantee’s Grant Proposal.
4. *General Conditions.* Attached as Exhibit C to this Grant Agreement are the TransAlta Centralia Board Funding, LLC Grant Terms and Conditions. Grantee acknowledges that it has read the TransAlta Grant Terms and Conditions and agrees to comply with them.
5. *Grantee Reports.* Grantee agrees to provide to Grantor the narrative reports and financial reports in accordance with paragraph 6 of the Grant Terms and Conditions. Such reports shall be in the form set forth on Exhibit D to this Grant Agreement.
6. *Special Conditions.* The award of the Grant is subject to the additional conditions and agreements between Grantor and Grantee that are set forth on Exhibit E to this Grant Agreement.
7. *Term; Grant Period.* This Grant Agreement shall be effective upon signature by Grantor and Grantee and shall expire upon successful completion of the project unless extended by mutual consent or terminated earlier in accordance with this Grant Agreement (the “Grant Period”). Any funds not

expended as of the end of the Grant Period shall be returned to Grantor unless permission has been obtained from Grantor.

8. *Governing Law.* This Grant Agreement shall be governed by and construed in accordance with the laws of the State of Washington, without reference to its conflict of laws provisions. Grantor and Grantee agree that any disputes or proceedings arising from or concerning this Grant Agreement shall be brought in a federal or state court of competent jurisdiction sitting in the Western District of Washington, in the United States, and hereby consents to the personal jurisdiction and venue of such courts.
9. *Entire Agreement.* Grantee acknowledges and agrees that this Grant Agreement and the exhibits hereto (all of which are incorporated herein by reference and made a part of this Grant Agreement) represent the entire agreement between Grantee and Grantor with respect to the subject matter addressed herein. The terms of this Grant Agreement may be modified only by a writing signed by duly authorized representatives of both parties.

Accepted by:

City of College Place



2-22-2022

Date

Date

Approved by:

Energy Technology Board of TransAlta Centralia Board Funding, LLC

Lori Schmitt, Chairperson

Date

Mickey Dreher, Board Member

Date

EXHIBIT A

DISBURSEMENT SCHEDULE

Date	Disbursement Amount	Conditions (if any)
TBD	\$202,909.00	subject to paragraph 2 of this agreement subject to the Grantee receiving additional funding to complete the project

EXHIBIT B

ACCEPTED GRANT PROPOSAL

See attached.

EXHIBIT C

TRANSALTA CENTRALIA BOARD FUNDING, LLC GRANT TERMS AND CONDITIONS

The following are the general terms and conditions of grants by TransAlta Centralia Board Funding, LLC, acting through its Grant Review Boards (the "Grantor"):

1. **REPRESENTATIONS AND WARRANTIES OF GRANTEE.** By executing and delivering the Grant Agreement, Grantee represents and warrants to Grantor as follows:
 - a. Grantee has the requisite legal authority and power to execute and deliver and to carry out the terms of the Grant Agreement.
 - b. To the knowledge of Grantee, the statements made by Grantee in the Grant Proposal (other than forward-looking statements related to the proposed project and application of grant proceeds) are true and correct in all material respects.
 - c. Grantee understands that there is no correlation or connection between Grantor's award of grants and Grantee's business relationship or potential business relationship with Grantor or its affiliates. Participation in Grantor's grant program does not require or impose any *quid pro quo* condition. If Grantee believes that a *quid pro quo* condition exists or may exist, it shall contact Lori Schmitt, c/o TransAlta Centralia Board Funding, LLC, 913 Big Hanaford Road, Centralia, Washington, 98531 to report the condition.
2. **REPRESENTATIONS AND WARRANTIES OF GRANTOR.** By executing and delivering the Grant Agreement, Grantor represents and warrants to Grantee as follows:
 - a. Grantor has the requisite legal authority and power to execute and deliver and to carry out the terms of the Grant Agreement.
 - b. There is no correlation or connection between Grantor's award of grants and the Grantee's business relationship or potential business relationship with Grantor or its affiliates. Participation in Grantor's grant program does not require or impose any *quid pro quo* condition.
3. **FUND DISTRIBUTION.** Funds awarded will be distributed in accordance with the disbursement schedule attached as Exhibit A to the Grant Agreement.
4. **BUDGET REVISION.** Grant funds shall be used as set forth in the budget included in the final grant proposal, attached as Exhibit B to the Grant Agreement (the "Grant").

Proposal”). Any transfer of funds from one budget item to another that exceeds 10% of the approved budget item requires Grantor’s prior written consent.

5. NO COST EXTENSION. If needed, Grantee may submit a request for a no-cost extension to Grantor before the end of the Grant Period. The request should contain the reason for the extension, any unexpended funds identified and how the funds will be used, and the length of time requested for the extension. Grantor may in its sole discretion approve or deny such request for an extension, and if such extension is approved, then the Grant Period (as such term is defined in the Grant Agreement) shall be accordingly extended.
6. GRANTEE REPORTS. Grantees must submit periodic reports to Grantor.
 - a. Narrative Report. A quarterly narrative report concerning the nature and use of funds awarded pursuant to this grant is to be submitted in the format set forth on Exhibit D to the Grant Agreement, unless otherwise specified in the Grant Agreement. The quarterly reporting periods shall commence the first quarter following the date of signing the Grant Agreement. Grant periods will be March 30, June 30, September 30, and December 30. A final report shall be due within 30 days of the completion of the project. In the event there is a change in the project schedule the Grantee shall provide a report to the Grantor outlining the schedule and the reason for delay.
 - b. Financial Reports. Quarterly financial reports consisting of an unaudited balance sheet and unaudited statements of income and cash flows for the quarter then ended shall be submitted by Grantee in the format set forth on Exhibit D to the Grant Agreement within 30 days for the quarter then ended. The Grantor may request audited financial statements from the Grantee.
7. REPORTING REQUIREMENT; WAIVER. Failure to submit reports required under paragraphs 6 or 7 of these Grant Terms and Conditions in a manner satisfactory to Grantor on a timely basis may result in delay or loss of funds. Under exceptional circumstances, a waiver of Grantor’s obligation to submit such may be available. A written request to waive this requirement must be made to Grantor on or before the end of the period covered by such reporting requirement.
8. GRANT EVALUATION. Grant performance will be evaluated during the year for which the grant is made. The information received in the reports described in paragraphs 6 or 7 of these Grant Terms and Conditions and any Special Conditions required in the Grant Agreement, and, at the discretion of Grantor, from other sources, will form the basis for the report. Grantees must provide further information if requested by Grantor.
9. RECORDS; RIGHT TO INSPECT. Original receipts and invoices must be maintained by Grantee. Grantee agrees to maintain adequate financial records consistent with

generally accepted accounting practices, and to retain such records for at least five years after the conclusion of the Grant Period. Grantor staff and trustees may review Grantee's data, records, or materials relating to the administration and performance of a grant at any time on five (5) business days' notice. Grantee will not be required to produce data, records, or materials that would be confidential information under the attorney-client privilege or work product doctrine.

10. TERMINATION. Grantor has the right to terminate the Grant Agreement at any time that it determines that any of the following events has occurred:

- a. such funds have not been or will not be expended reasonably or prudently for the purposes specified in the Grant Agreement;
- b. Grantee has violated any federal, state, or local law or regulation;
- c. Grantee has failed to fully comply with these Grant Terms and Conditions and the Grant Agreement, including an unapproved deviation from the Grant Proposal, in either case only if such breach has not been cured within 30 days of Grantor providing Grantee written notice of such breach; or
- d. Grantor has insufficient funds available for distribution.

In the event the Grant Agreement is terminated under clauses (a), (b) or (c) of this Section 11, Grantor reserves the right to require Grantee to refund any and all grant funds awarded to Grantee under the Grant Agreement, and Grantee agrees to refund Grantor all such funds upon request.

11. UNUSED FUNDS. At the conclusion of the Grant Period, Grantee agrees to return any unexpended or unaccounted for funds to Grantor, or to submit a written request for an extension of the Grant Period. Grantee agrees to return all disbursed funds (1) if grant funds have not been used for their intended purpose, or (2) if grant funds have been used inconsistently with the terms of the Grant Agreement or these Grant Terms and Conditions, or (3) if the activities or outputs set forth in the Grant Proposal are materially incomplete by the end of the Grant Period, as determined by Grantor in its sole discretion.

12. NO LOBBYING. Grantee confirms that the grant funds will not be used for the purposes of lobbying, carrying on propaganda, or otherwise attempting to influence legislation. If Grantee is in doubt about whether its proposed activities may constitute lobbying, Grantee must consult with Grantor prior to undertaking them.

13. LIABILITY INSURANCE. Grantee shall maintain commercial liability insurance that protects Grantee and its officers, agents, and employees from any and all claims, demands, actions, and suits for damage to property or personal injury, including death, arising from Grantee's work under the Grant Agreement. The insurance shall

provide coverage for not less than \$2,000,000 per occurrence. If the insurance is canceled or terminated prior to completion of the Grant Agreement, Grantee shall provide a new policy with the same terms. Grantee agrees to maintain continuous, uninterrupted coverage for the Grant Period. The insurance shall include coverage for any damages or injuries arising out of the use of automobiles or other motor vehicles by Grantee.

14. USE OF NAME. Grantee shall acquire prior written consent from Grantor for any use of the TransAlta name or logo in association with its project or the grant.
15. PUBLICITY. Grantee will notify Grantor of any publications or other materials resulting from the grant no later than five (5) days in advance of distribution or publication. Grantee will acknowledge Grantor's support in the beginning of any publication (including film and electronic publications) referring to or resulting from this grant, as follows: "Supported [in part] by a grant from TransAlta Centralia Generation LLC." Grantee agrees that Grantor may include information about Grantee and its activities in its own annual reports and may distribute such information to third parties.
16. FUTURE FUNDING. This grant of funds implies no agreement of any kind by Grantor to grant additional or future funds to Grantee.
17. NO GRANTOR RESPONSIBILITY FOR GRANTEE OBLIGATIONS. Nothing in the Grant Agreement shall be deemed to authorize Grantee to enter any contract, lease, or other agreement on behalf of Grantor. All obligations undertaken by Grantee pursuant to the Grant Agreement shall be on its own behalf. Grantor shall have no responsibility to third parties in connection with the Grant Agreement.
18. INDEMNITY. Grantee shall and hereby does indemnify and hold Grantor, TransAlta Centralia Generation LLC, their affiliates, and their respective employees, officers, agents and representatives (together, the "Indemnitees") free and harmless from liability from any and all suits, claims, demands, losses, damages, actions or judgments of every kind and description (including attorneys' fees and other costs of defense) arising out of the funds granted hereunder, including Grantee's use or administration of the funds, or suffered by the Indemnitees, directly or indirectly, on account of actions or omissions by Grantee in the performance of its obligations hereunder or otherwise.
19. LIMITATION OF LIABILITY. IN NO EVENT, SHALL GRANTOR BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OR EXPENSES FOR ANY NEGLIGENCE, BREACH OF CONTRACT, OR ANY OTHER ACT ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE ACTIVITIES COVERED HEREIN.
20. AMENDMENTS; WAIVERS. Amendments to the Grant Agreement must be in writing and signed by both parties. No waiver by either party or any breach, default, or series

of breaches or defaults, and no failure, refusal, or neglect of either party to exercise any right, power, or option given to it under the Grant Agreement or to insist upon strict compliance with the terms of the Grant Agreement shall constitute a waiver of these provisions with respect to any subsequent breach or waiver by either party or its right at any time thereafter to require exact and strict compliance with provisions of the Grant Agreement.

21. NO ASSIGNMENT. Grantee may not assign the Grant Agreement or delegate performance of the terms of the Grant Agreement or of the project to any other person or entity without Grantor's prior written consent.

EXHIBIT D

FORMS OF GRANTEE REPORTS

As prepared by Grantee and accepted by Grantor.

EXHIBIT E

SPECIAL CONDITIONS AND AGREEMENTS

There are no other special conditions and agreements except as otherwise specified in this Grant Agreement and Exhibits A - D hereof.

City of College Place, Washington
RESOLUTION NO. 22-012

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING ACCEPTANCE OF TRANSALTA GRANT FOR \$202,909 TO CONSTRUCT EAST SIDE WATER BOOSTER TANK SOLAR ARRAY.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the City has pursued a multitude of grants to finance the construction of a solar array adjacent to the East Side Water Booster Tanks; and

Whereas, the City has received communications that Transalta has awarded the City \$202,909 toward construction of the solar array; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Acceptance of Transalta Grant for \$202,909 and allowing City Administrator or designee to sign grant acceptance documents.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 22nd day of February 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

TRANSALTA CENTRALIA BOARD FUNDING, LLC
Energy Technology Fund
GRANT AGREEMENT

This Grant Agreement (the “Grant Agreement”) is entered between TransAlta Centralia Board Funding, LLC, acting through its Energy Technology Board (“Grantor”), and the City of College Place (“Grantee”) to establish the terms and conditions of a grant of funds from Grantor to Grantee to support the installation of a 100kW ground-mount solar system. In consideration of the mutual covenants, conditions, and agreements that follow, the parties hereby agree:

1. *Grant.* Grantee will receive the sum of \$202,909.00 subject to all the terms and conditions of this Grant Agreement.
2. *Disbursement Schedule.* The grant funds will be paid to Grantee in accordance with the disbursement schedule set forth on Exhibit A to this Grant Agreement, provided that Grantee returns a countersigned original of this Grant Agreement prior the date of the first such disbursement.
3. *Grant Activities; Budget.* Grantor agrees to perform the activities described in its grant proposal as finally accepted, a copy of which is attached to this Grant Agreement as Exhibit B (the “Grant Proposal”). Grantor approves the budget included in the Grantee’s Grant Proposal.
4. *General Conditions.* Attached as Exhibit C to this Grant Agreement are the TransAlta Centralia Board Funding, LLC Grant Terms and Conditions. Grantee acknowledges that it has read the TransAlta Grant Terms and Conditions and agrees to comply with them.
5. *Grantee Reports.* Grantee agrees to provide to Grantor the narrative reports and financial reports in accordance with paragraph 6 of the Grant Terms and Conditions. Such reports shall be in the form set forth on Exhibit D to this Grant Agreement.
6. *Special Conditions.* The award of the Grant is subject to the additional conditions and agreements between Grantor and Grantee that are set forth on Exhibit E to this Grant Agreement.
7. *Term; Grant Period.* This Grant Agreement shall be effective upon signature by Grantor and Grantee and shall expire upon successful completion of the project unless extended by mutual consent or terminated earlier in accordance with this Grant Agreement (the “Grant Period”). Any funds not

expended as of the end of the Grant Period shall be returned to Grantor unless permission has been obtained from Grantor.

- 8. *Governing Law.* This Grant Agreement shall be governed by and construed in accordance with the laws of the State of Washington, without reference to its conflict of laws provisions. Grantor and Grantee agree that any disputes or proceedings arising from or concerning this Grant Agreement shall be brought in a federal or state court of competent jurisdiction sitting in the Western District of Washington, in the United States, and hereby consents to the personal jurisdiction and venue of such courts.
- 9. *Entire Agreement.* Grantee acknowledges and agrees that this Grant Agreement and the exhibits hereto (all of which are incorporated herein by reference and made a part of this Grant Agreement) represent the entire agreement between Grantee and Grantor with respect to the subject matter addressed herein. The terms of this Grant Agreement may be modified only by a writing signed by duly authorized representatives of both parties.

Accepted by:

City of College Place

_____	_____
	Date
_____	_____
	Date

Approved by:

Energy Technology Board of TransAlta Centralia Board Funding, LLC

_____	_____
Lori Schmitt, Chairperson	Date
_____	_____
Mickey Dreher, Board Member	Date

EXHIBIT A

DISBURSEMENT SCHEDULE

Date	Disbursement Amount	Conditions (if any)
TBD	\$202,909.00	subject to paragraph 2 of this agreement subject to the Grantee receiving additional funding to complete the project

EXHIBIT B

ACCEPTED GRANT PROPOSAL

See attached.

EXHIBIT C

TRANSALTA CENTRALIA BOARD FUNDING, LLC GRANT TERMS AND CONDITIONS

The following are the general terms and conditions of grants by TransAlta Centralia Board Funding, LLC, acting through its Grant Review Boards (the "Grantor"):

1. REPRESENTATIONS AND WARRANTIES OF GRANTEE. By executing and delivering the Grant Agreement, Grantee represents and warrants to Grantor as follows:
 - a. Grantee has the requisite legal authority and power to execute and deliver and to carry out the terms of the Grant Agreement.
 - b. To the knowledge of Grantee, the statements made by Grantee in the Grant Proposal (other than forward-looking statements related to the proposed project and application of grant proceeds) are true and correct in all material respects.
 - c. Grantee understands that there is no correlation or connection between Grantor's award of grants and Grantee's business relationship or potential business relationship with Grantor or its affiliates. Participation in Grantor's grant program does not require or impose any *quid pro quo* condition. If Grantee believes that a *quid pro quo* condition exists or may exist, it shall contact Lori Schmitt, c/o TransAlta Centralia Board Funding, LLC, 913 Big Hanaford Road, Centralia, Washington, 98531 to report the condition.
2. REPRESENTATIONS AND WARRANTIES OF GRANTOR. By executing and delivering the Grant Agreement, Grantor represents and warrants to Grantee as follows:
 - a. Grantor has the requisite legal authority and power to execute and deliver and to carry out the terms of the Grant Agreement.
 - b. There is no correlation or connection between Grantor's award of grants and the Grantee's business relationship or potential business relationship with Grantor or its affiliates. Participation in Grantor's grant program does not require or impose any *quid pro quo* condition.
3. FUND DISTRIBUTION. Funds awarded will be distributed in accordance with the disbursement schedule attached as Exhibit A to the Grant Agreement.
4. BUDGET REVISION. Grant funds shall be used as set forth in the budget included in the final grant proposal, attached as Exhibit B to the Grant Agreement (the "Grant

Proposal”). Any transfer of funds from one budget item to another that exceeds 10% of the approved budget item requires Grantor’s prior written consent.

5. NO COST EXTENSION. If needed, Grantee may submit a request for a no-cost extension to Grantor before the end of the Grant Period. The request should contain the reason for the extension, any unexpended funds identified and how the funds will be used, and the length of time requested for the extension. Grantor may in its sole discretion approve or deny such request for an extension, and if such extension is approved, then the Grant Period (as such term is defined in the Grant Agreement) shall be accordingly extended.
6. GRANTEE REPORTS. Grantees must submit periodic reports to Grantor.
 - a. Narrative Report. A quarterly narrative report concerning the nature and use of funds awarded pursuant to this grant is to be submitted in the format set forth on Exhibit D to the Grant Agreement, unless otherwise specified in the Grant Agreement. The quarterly reporting periods shall commence the first quarter following the date of signing the Grant Agreement. Grant periods will be March 30, June 30, September 30, and December 30. A final report shall be due within 30 days of the completion of the project. In the event there is a change in the project schedule the Grantee shall provide a report to the Grantor outlining the schedule and the reason for delay.
 - b. Financial Reports. Quarterly financial reports consisting of an unaudited balance sheet and unaudited statements of income and cash flows for the quarter then ended shall be submitted by Grantee in the format set forth on Exhibit D to the Grant Agreement within 30 days for the quarter then ended. The Grantor may request audited financial statements from the Grantee.
7. REPORTING REQUIREMENT; WAIVER. Failure to submit reports required under paragraphs 6 or 7 of these Grant Terms and Conditions in a manner satisfactory to Grantor on a timely basis may result in delay or loss of funds. Under exceptional circumstances, a waiver of Grantor’s obligation to submit such may be available. A written request to waive this requirement must be made to Grantor on or before the end of the period covered by such reporting requirement.
8. GRANT EVALUATION. Grant performance will be evaluated during the year for which the grant is made. The information received in the reports described in paragraphs 6 or 7 of these Grant Terms and Conditions and any Special Conditions required in the Grant Agreement, and, at the discretion of Grantor, from other sources, will form the basis for the report. Grantees must provide further information if requested by Grantor.

9. RECORDS; RIGHT TO INSPECT. Original receipts and invoices must be maintained by Grantee. Grantee agrees to maintain adequate financial records consistent with generally accepted accounting practices, and to retain such records for at least five years after the conclusion of the Grant Period. Grantor staff and trustees may review Grantee's data, records, or materials relating to the administration and performance of a grant at any time on five (5) business days' notice. Grantee will not be required to produce data, records, or materials that would be confidential information under the attorney-client privilege or work product doctrine.
10. TERMINATION. Grantor has the right to terminate the Grant Agreement at any time that it determines that any of the following events has occurred:
- a. such funds have not been or will not be expended reasonably or prudently for the purposes specified in the Grant Agreement;
 - b. Grantee has violated any federal, state, or local law or regulation;
 - c. Grantee has failed to fully comply with these Grant Terms and Conditions and the Grant Agreement, including an unapproved deviation from the Grant Proposal, in either case only if such breach has not been cured within 30 days of Grantor providing Grantee written notice of such breach; or
 - d. Grantor has insufficient funds available for distribution.

In the event the Grant Agreement is terminated under clauses (a), (b) or (c) of this Section 11, Grantor reserves the right to require Grantee to refund any and all grant funds awarded to Grantee under the Grant Agreement, and Grantee agrees to refund Grantor all such funds upon request.

11. UNUSED FUNDS. At the conclusion of the Grant Period, Grantee agrees to return any unexpended or unaccounted for funds to Grantor, or to submit a written request for an extension of the Grant Period. Grantee agrees to return all disbursed funds (1) if grant funds have not been used for their intended purpose, or (2) if grant funds have been used inconsistently with the terms of the Grant Agreement or these Grant Terms and Conditions, or (3) if the activities or outputs set forth in the Grant Proposal are materially incomplete by the end of the Grant Period, as determined by Grantor in its sole discretion.
12. NO LOBBYING. Grantee confirms that the grant funds will not be used for the purposes of lobbying, carrying on propaganda, or otherwise attempting to influence legislation. If Grantee is in doubt about whether its proposed activities may constitute lobbying, Grantee must consult with Grantor prior to undertaking them.

13. LIABILITY INSURANCE. Grantee shall maintain commercial liability insurance that protects Grantee and its officers, agents, and employees from any and all claims, demands, actions, and suits for damage to property or personal injury, including death, arising from Grantee's work under the Grant Agreement. The insurance shall provide coverage for not less than \$2,000,000 per occurrence. If the insurance is canceled or terminated prior to completion of the Grant Agreement, Grantee shall provide a new policy with the same terms. Grantee agrees to maintain continuous, uninterrupted coverage for the Grant Period. The insurance shall include coverage for any damages or injuries arising out of the use of automobiles or other motor vehicles by Grantee.
14. USE OF NAME. Grantee shall acquire prior written consent from Grantor for any use of the TransAlta name or logo in association with its project or the grant.
15. PUBLICITY. Grantee will notify Grantor of any publications or other materials resulting from the grant no later than five (5) days in advance of distribution or publication. Grantee will acknowledge Grantor's support in the beginning of any publication (including film and electronic publications) referring to or resulting from this grant, as follows: "Supported [in part] by a grant from TransAlta Centralia Generation LLC." Grantee agrees that Grantor may include information about Grantee and its activities in its own annual reports and may distribute such information to third parties.
16. FUTURE FUNDING. This grant of funds implies no agreement of any kind by Grantor to grant additional or future funds to Grantee.
17. NO GRANTOR RESPONSIBILITY FOR GRANTEE OBLIGATIONS. Nothing in the Grant Agreement shall be deemed to authorize Grantee to enter any contract, lease, or other agreement on behalf of Grantor. All obligations undertaken by Grantee pursuant to the Grant Agreement shall be on its own behalf. Grantor shall have no responsibility to third parties in connection with the Grant Agreement.
18. INDEMNITY. Grantee shall and hereby does indemnify and hold Grantor, TransAlta Centralia Generation LLC, their affiliates, and their respective employees, officers, agents and representatives (together, the "Indemnitees") free and harmless from liability from any and all suits, claims, demands, losses, damages, actions or judgments of every kind and description (including attorneys' fees and other costs of defense) arising out of the funds granted hereunder, including Grantee's use or administration of the funds, or suffered by the Indemnitees, directly or indirectly, on account of actions or omissions by Grantee in the performance of its obligations hereunder or otherwise.
19. LIMITATION OF LIABILITY. IN NO EVENT, SHALL GRANTOR BE LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES OR EXPENSES FOR

ANY NEGLIGENCE, BREACH OF CONTRACT, OR ANY OTHER ACT ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE ACTIVITIES COVERED HEREIN.

20. AMENDMENTS; WAIVERS. Amendments to the Grant Agreement must be in writing and signed by both parties. No waiver by either party or any breach, default, or series of breaches or defaults, and no failure, refusal, or neglect of either party to exercise any right, power, or option given to it under the Grant Agreement or to insist upon strict compliance with the terms of the Grant Agreement shall constitute a waiver of these provisions with respect to any subsequent breach or waiver by either party or its right at any time thereafter to require exact and strict compliance with provisions of the Grant Agreement.
21. NO ASSIGNMENT. Grantee may not assign the Grant Agreement or delegate performance of the terms of the Grant Agreement or of the project to any other person or entity without Grantor's prior written consent.

EXHIBIT D

FORMS OF GRANTEE REPORTS

As prepared by Grantee and accepted by Grantor.

EXHIBIT E

SPECIAL CONDITIONS AND AGREEMENTS

There are no other special conditions and agreements except as otherwise specified in this Grant Agreement and Exhibits A - D hereof.

City of College Place, Washington
RESOLUTION NO. 22-013

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AUTHORIZING CITY ADMINISTRATOR TO SIGN CONTRACT WITH MCKINSTRY FOR CONSTRUCTION OF SOLAR ARRAY ADJACENT TO EAST SIDE WATER BOOSTER TANKS.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the College Place City Council authorized an Investment Grade Audit for solar array construction on the east side booster water tank site via Agenda Bill 18173 adopted during the September 11th, 2018 City Council meeting; and

Whereas, since that time the City has obtained a State of Washington Department of Commerce, Transalta, and Pacific Power grant to make the project a reality

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

1. Directs the City Administrator to sign a contract with McKinstry for construction of the solar array adjacent to the East Side Water Booster Tanks not to exceed \$497,909.
2. Directs payment of \$10,990 for the Investment Grade Audit to McKinstry from 2018 which enabled this work.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 22nd day of February 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk



City of College Place 2021 Solar

Energy Services Proposal

COLLEGE PLACE, WA

AUGUST, 17TH

FOR THE
LIFE OF
YOUR
BUILDING

Project Contacts

AREA OF RESPONSIBILITY	NAME	CONTACT NUMBER	EMAIL
Primary Client Contact	Mike Rizzitiello	509.394.8506	mrizzitiello@cpwa.us
Account Executive	Scott McGann	509.520.9091	scottmc@mckinstry.com
Program Manager	Lance Funke	509.220.4089	lancef@mckinstry.com
Energy Engineer	Daniel Funke, PE	208.596.2663	danielf@mckinstry.com
Performance Assurance Specialist	Jake Landsiedel, CEM, CMVP, CDSM, FMP, CWEP	509.625.3115	jakel@mckinstry.com
Construction Manager	Warren Tastad	509.625.3131	warrent@mckinstry.com



CONFIDENTIAL & PROPRIETARY



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Executive Summary

OUTCOME SNAPSHOT

This project represents an excellent opportunity to significantly improve facilities while saving energy and trimming utility spending. McKinstry looks forward to making this project a success.

McKinstry estimates these **savings** if proposed facility improvement measures (FIMs) are installed:



\$10,316
Utility cost
savings/year



147,060
Guaranteed
kWh/year

*Carbon dioxide emissions
reductions would equal:*



27
Acres of trees
planted



220,847
lbs. CO₂/year

1.1 Overview

McKinstry has completed an extensive study and investigation of energy upgrades for City of College Place. Our Energy Services Proposal presents a holistic project solution for improving the overall facility efficiency and operation. Our proposed solutions will result in lower utility use and cost along with improved building system performance and occupant productivity.

1.2 Current Situation

CHALLENGES

The East Side Booster Station consists is a rectangular concrete structure with minimal equipment located on the roof. The booster station provides pumping power to the municipal water supply. These features make this building a prime candidate for a PV solar array.

GOALS

The City of College Place has expressed interest in a solar photo-voltaic array installation at the East Side Booster Station to offset some of the electric energy consumption.

1.3 Solutions

This project includes:

FIM 10.01-EBS Solar

Install a ground-mounted fixed-tilt solar photo-voltaic panel array rated for 111.5 kW DC nameplate.

1.4 Summary of Benefits

FINANCIAL BENEFITS

Section 4 of this document provides a detailed look at the project financials. The guaranteed maximum project allowable cost is \$497,909. Including sales tax and prior to any utility incentives or grants, the final project cost is \$497,909. The annual energy savings are \$10,316.

ENVIRONMENTAL BENEFITS

By taking the necessary steps to reduce energy consumption through the implementation of the various facility improvement measures detailed in this report, City of College Place will attain the savings outlined in the outcome snapshot on the left. This is equivalent to:

- 10 average-sized homes being removed from the power grid; or
- 15,337 light bulbs (13.5 Watt LED) not energized; or
- 374,316 miles not driven by an average size vehicle.

Executive Summary

COMPANY AT-A-GLANCE

- Established 1960
- Over 1,700 employees
- 23 offices
- 55+ Professional Engineers
- 80+ LEED Accredited Professionals

MCKINSTRY EXPERIENCE

\$20 million

Customer utility savings guaranteed

\$100 million

Grants & rebates secured for clients

636 million

Kilowatt hours saved

453 thousand

Metric tons of CO₂ saved

91 million

Gas Therms saved

CO₂ emission reductions resulting from McKinstry projects have environmental impacts equal to:

3,167 acres

Forest acres saved from destruction

51.5 million

Gallons of gas not used

83+ thousand

Cars taken off the road

40+ thousand

Homes taken off the power grid

NEXT STEPS

The next steps are for the City of College Place to approve the ESP, which will allow pre-construction, design, and ordering of long lead equipment items to proceed.

1.5 McKinstry Differentiators

COMPANY OVERVIEW

McKinstry has over 50 years of experience assessing and improving facilities in the Pacific Northwest. With more than 1,500 successful energy and facility improvement projects completed in the past 15 years, McKinstry has the expertise to offer comprehensive solutions to City of College Place. McKinstry is more than just another energy services company, we believe in serving as your trusted advisor *"For the Life of Your Building."*

MCKINSTRY APPROACH ADVANTAGES

- Vendor- and product-neutral for truly consultative role
- Transparent pricing
- Total cost of ownership consideration
- No "shared savings" model



Scope of Work

2.1 Facility Improvement Measure (FIM) List

For full descriptions of the scope of work of each measure, please refer to Section 2 - Detailed Scope of Work.

FIM 10.01-EBS|Solar

2.2 McKinstry Services

McKinstry will include the following services related to this project:

1. **Energy Audit:**

The energy audit is complete and is submitted under Section 5 – Directed Engineering Study.

2. **Design Services:**

McKinstry will provide a detailed engineering design as needed to obtain permitting, Owner review, and approval of the proposed systems. In addition, McKinstry will also provide construction support services, start-up, testing, as-built drawings of systems installed, and provide operations and maintenance manuals.

3. **Construction:**

Provide, or cause to be provided, all material, labor, and equipment, including paying for permits, fees, bonds, and insurance, required for the complete and working installation of McKinstry's equipment.

- a. McKinstry will provide a site superintendent who will be responsible for the onsite supervision and coordination of trades and subcontractors. This individual's responsibilities will also include regular work observations, quality control, site security, enforcement of the site-specific safety plan, as well as coordinating any impact upon building tenants with the Owner.
- b. McKinstry may perform portions of the construction work or may subcontract portions to qualified firms. In either case, McKinstry will share information regarding actual costs of the work with the Owner.
- c. When McKinstry has completed the installation of the equipment, including start-up, operations verification, and training in accordance with the Proposal, McKinstry will provide to Owner a "Notice of Commencement of Energy Savings."
- d. At the conclusion of the project, McKinstry will submit a "Notice of Substantial Completion" to the Owner.

4. **Construction Management:**

McKinstry will provide a dedicated construction manager who will provide contract administration services for the project. The owner is expected to coordinate day-to-day communications with tenants and any scheduling of tenant relocations in and around occupied areas.

5. **Operation Training:**

McKinstry will provide relevant training of building staff during construction as agreed to by the Owner.

6. **Performance Maintenance:**

McKinstry will provide ongoing monitoring and support services to help ensure that guaranteed savings are achieved throughout the term of the agreement. Ongoing services shall be under separate agreement. Ongoing services shall be at the discretion of the Owner to terminate. Specific tasks associated with proposed ongoing Measurement and Verification (M&V) can be found in Table 3.2 - M&V Plan Outline.

Scope of Work

7. *Equipment Maintenance:*

McKinstry will provide no equipment maintenance or repairs after the warranty period. Following the completion of the installation and Owner acceptance of the equipment, the Owner shall provide all necessary service, repairs, and adjustments to the equipment so that the equipment will perform in the manner and to the extent set forth in the Proposal. McKinstry shall have no obligation to service or maintain the equipment after the warranty period.

8. *Warranty:*

McKinstry will warrant equipment for one year following Notice of Commencement of Energy Savings. Specific information regarding equipment warranty will be passed on to owner.

2.3 Extent of Subcontracting

McKinstry may subcontract the energy audit, design, construction management, start-up, and training portions of this Contract to qualified firms upon review and approval by owner. Construction subcontracts will be awarded competitively. McKinstry will endeavor to satisfy the Diverse Business Enterprise utilization goals of the Owner.

2.4 Project Schedule

The proposed design and construction duration is 90 calendar days. McKinstry will develop a detailed schedule outlining all of the various design, pre-construction, construction, and closeout tasks associated with the project and that interfaces with other construction work not under this proposal.

Scope of Work

Attachment A | City of College Place-Spokane PV System

FIM # 10.01-EBS | SOLAR

General Purpose

This scope will install a 100 kW AC ground-mount fixed-tilt PV solar array on City owned property serving the East Side Booster Station. The PV solar array will tie into the main booster pump Automatic Transfer Switch (ATS) on the utility side.

SCOPE OF WORK INCLUDES

1. Supply and install a 100 kW AC rated PV solar array consisting of:
 - o (272) 410W JA Solar Modules
 - o Ground Mount APA Ballasted Racking System
 - o (1) 3-Phase Ground Mounted Delta Electronics 100kW Inverter
 - o (1) AC Disconnect
 - o (1) ALSO Energy Data Acquisition System (DAS) for array production
 - o Free Air to Direct Bury wiring between panels and ground mounted inverter.
 - o Wiring and conduit buried from inverter ATS exterior of the building.
 - o Revenue grade solar production meter to be installed by Pacific Power.

ASSUMPTIONS

1. Standard Pacific Power interconnection process
2. Pricing is good for 90 days. May need to re-price prior to construction utilizing project contingency.
3. All weeds, grasses, and tree branches that can affect the performance of the array will be maintained by the City of College Place.

EXCLUSIONS AND CLARIFICATIONS

4. Existing code violations
5. Concealed or unknown conditions (including environmental and archaeological conditions)
6. Hazardous site conditions and/or toxic waste removal or abatement
7. SWPPP and related reporting
8. Utility infrastructure upgrades
9. Fill material, grading and off-haul (Viewed as unnecessary)
10. All electrical work to be completed de-energized, shutdown of building main electrical feed necessary to complete scope of work.

Energy Savings Guarantee

3.1 Guarantee Overview

1. *Philosophy:*
McKinstry is prepared to guarantee any portion of a project over which it has direct control. Where McKinstry does not have direct control (such as operating hours associated with lighting), we are prepared to work with the Owner to devise a method of Measurement and Verification (M&V), which will provide the highest degree of assurance that the energy savings are achieved.
2. *This Project:*
For this project, McKinstry guarantees the performance of the installed initiatives to reduce energy consumption. The target energy reductions for the initiatives that will be implemented are shown in the attached Table 3.1 Energy Savings Summary. Based upon the stipulated conditions as enumerated by the Owner personnel and the utility rates as described below, the utility cost savings estimates are also shown in Table 3.1.
3. *Ongoing Services:*
Refer to Table 4.1 for the cost and duration of ongoing M&V. The cost of ongoing M&V beyond the duration listed in Table 4.1 is at the discretion of the Owner. McKinstry is prepared to continue the guarantee as long as the Owner continues the ongoing services as described herein. When the Owner chooses to cancel the ongoing services, the guarantee will also be terminated at the same point in time. Please refer to Table 3.2 M&V Plan Outline for a summary of the proposed measurement and verification scope.

3.2 FIM Specific Performance Assurance Methodology

1. *Guarantees:*
Table 3.1 Energy Savings Summary provides the specific energy consumption savings for each Facility Improvement Measure (FIM) and the guarantee that McKinstry will provide associated with that measure. Savings calculations are based upon both baseline operating characteristics and proposed operation criteria:
 - a. *Baseline:* Baseline refers to the existing operating characteristics that were used to calculate energy savings. The baseline values, including system performance and operational conditions, which were used for this project are provided in Table 3.2. In general, all parties acknowledge the baseline associated with any specific measure has been derived from the following sources:
 - i. Actual operating information gathered through field observation, measurement, micro-data loggers, and Owner's operating logbooks.
 - ii. Owner provided information concerning stipulated factors such as burn hours, occupancy, or operational expenditures.
 - iii. In some instances, a modified baseline may have been developed to address areas whereby pre-retrofit conditions do not reflect a system that is operating per current code or what the Owner may deem as normal operation.
 - b. *Proposed:* The proposed operating values, including system performance and operational conditions, which were used for savings calculations are provided in Table 3.2. Systems must be operated per the proposed criteria to ensure energy savings are realized. McKinstry will provide the initial start-up, commissioning, and programming of the system to ensure the systems operate per the proposed operating criteria. The Owner acknowledges their responsibility to ensure these criteria are maintained and associated energy savings are realized. Energy Savings

Energy Savings Guarantee

Guarantees are predicated based on the Owner maintaining their responsibilities as provided below in “Ongoing Owner Responsibilities” in Section 3.5.

3.3 Utility Rates

1. *Utility Rate:*

For the purpose of calculating energy cost savings, the utility rates used will be the utility rates as paid by the Owner to the utility company at the time the Energy Services Proposal was developed. In the event that a building has multiple meters on different rate schedules, the per-unit cost of the utility will be the average of all the rate schedules in effect at that facility.

a. *Base Utility Rate:*

Refer to table 3.3 for the Base Utility Rates (including sales tax).

3.4 Standards Of Comfort Service

Where applicable, the following section provides the standards of comfort, which the Owner must maintain to ensure the comfort of the occupants and staff, and upon which all energy calculations were based.

HVAC COMFORT

Heating, ventilating, and air conditioning (HVAC) systems provided by McKinstry will provide comfort and indoor air quality in accordance with the Standards of Comfort below. This standard will pertain only to buildings and areas of buildings in which McKinstry is installing HVAC equipment that has direct control over space comfort conditions. HVAC comfort conditions cannot be guaranteed when operable windows or doors are open.

INDOOR CONDITIONS

Occupied:

Winter Heating Minimum Set-point – 70 degrees F (Superseded by DOH Regs)

Winter Heating Maximum Set-point – 74 degrees F (Superseded by DOH Regs)

Summer Cooling Minimum Set-point – 72 degrees F (where mechanical cooling systems are employed)

Summer Cooling Maximum Set-point – 78 degrees F (where mechanical cooling systems are employed)

Unoccupied:

Minimum – 55 degrees F

Maximum – 85 degrees F (where mechanical cooling systems are employed)

Relative Humidity (If humidity control provided):

Minimum - 40%

Maximum - 60%

Minimum outside air per occupant:

Minimum outside air per occupant shall be in accordance with American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE) standards and Chapter 4 of the International Mechanical Code.

Less stringent conditions will not be proposed unless specifically approved by the Owner (if applicable).



Energy Savings Guarantee

LIGHTING

Illumination Levels Verification:

McKinstry shall perform a light level survey of the existing conditions during the audit phase of the project development. The existing lighting conditions shall be discussed with the Owner to gauge the preference for general illumination throughout the facility.

Illumination Levels Design:

It is McKinstry's intent to provide energy efficient lighting conditions that effectively meet the needs of the occupants and accommodate the application requirements. Where deemed appropriate, McKinstry will follow IESNA recommendations for illumination criteria in the absence of the Owner's preferred lighting standards.

3.5 Ongoing Owner Responsibilities

The Owner shall provide the following services as part of this energy services project. In the event that these services are not provided, energy savings and associated guarantees will be modified to reflect the associated impact.

1. Maintain all equipment per manufacturer's recommendations and proposed maintenance schedule.
2. Maintain all sequence of operations and performance criteria related to installed systems as proposed and designed.
3. Provide other FIM specific ongoing responsibilities as provided in Table 3.2.
4. Provide McKinstry with copies of actual monthly utility billing information on a quarterly basis for the duration of the M&V service period. This includes electric, natural gas, and fuel oil. The associated facilities where utility information shall be provided include all meters providing direct or indirect service to all buildings included in this project.
5. Provide McKinstry all internal sub-meter data, including electric and condensate meters, providing direct or indirect service to all buildings included in this project.
6. Provide McKinstry access to Energy Management and Control Systems for the purpose of collecting and logging data over time as required for performance verification.
7. The Owner shall notify McKinstry in writing concerning any changes or alterations to the building that will affect energy usage. This notification should be provided within two weeks of the change. This includes occupancy or use changes, computer load or other load changes, scheduling changes, and sequence of operations changes.

3.6 Non-Performance

In the event the equipment performance is not met, McKinstry accepts responsibility for additional electricity and natural gas used by the equipment, due to reduced performance. McKinstry may, at its option, execute any of the following options:

1. Repair or replace equipment as necessary to meet required performance.
2. Make payments for the extra energy consumption to the Owner. In the event that McKinstry chooses the payment option, McKinstry reserves the right to select either an annual payment for the duration of the guarantee term or a one-time lump-sum payment of the same amount. In either case, the payment will be

Energy Savings Guarantee

calculated based upon the quantity of additional electricity or natural gas used and the Base Utility Rate as described above.

3.7 Change Of Use

In the event that the Owner chooses to make changes to the facility that require set point adjustments, longer operating hours, or continuous equipment operation, the Owner agrees that:

1. Savings deemed as met described above will continue to be deemed as met.
2. Additional cost of extended equipment operation is a cost of the change, not due to a failure of McKinstry or their equipment.
3. McKinstry shall not be responsible for any increase in energy, maintenance, or any other costs incurred because of the extended equipment operation.
4. During the M&V portion of the project McKinstry at its option may make a baseline energy use adjustment to identify and account for a change-of-use at the facility.
5. McKinstry will calculate the change in energy consumption due to the specific change made to the system's operation.



Table 3.1 - Energy Savings Summary

Project	City of College Place
Scenario	East Booster Station Solar
Date	8/17/2021

					Electricity		Total **
Facility Improvement Measures	Facility	Guarantee Multiplier for Positive Numbers *	Guarantee Multiplier for Negative Numbers *	Net Effective Guarantee Multiplier *	kWh	kWh (\$)	(\$)
10.01-EBS Solar	East Side Booster Station	95.0%	105.0%	95.0%	147,060	\$10,316	\$10,316
Totals ***					147,060	\$10,316	\$10,316

* The savings shown in this table are less than the calculated savings unless a guarantee multiplier of 100% is shown.

** The guarantee is based on Key Performance Indicators shown in Table 3.2. Refer to Section 3 of the ESP for the method of converting Key Performance Indicators to dollars durir

*** The guarantee is based on the aggregate savings for all FIMs, not on individual FIM savings.



Table 3.2 - M&V Plan Outline

Project

City of College Place

Scenario

East Booster Station Solar

Date

8/17/2021

							Audit Stage (Baselining)	Post Retrofit (Commissioning)	Annual		
FIM Name	Facility	IPMVP Option	KPI	Key Performance Indicators	Baseline Values	Proposed Values	Tasks	Tasks	Tasks	Ongoing Owner Responsibilities	Stipulated Factors
10.01-EBS Solar	East Side Booster Station		1.	Solar Array Size	N/A	111.5 DC kW	N/A	Review equipment submittals to confirm proper system size installed.	Review net-meter outputs to determine system peak power and annual energy production. Review actual solar radiation during performance period. Adjustments to net-metering outputs may be made based on actual and stipulated solar radiation.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	Array size is based on weather, solar, and tilt being at Manufacturer's rated conditions.
			2.	Solar Array Tilt	N/A	Fixed, facing True South with a 25° tilt from vertical.	N/A	Review equipment submittals and as-built documents to confirm proper system tilt angle.	No task, array tilt assumed constant.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	
			3.	Annual Global horizontal Irradiance	1,507 kWh/m²	1,507 kWh/m²	Gather annual solar weather data for the City of College Place	Gather annual solar data. Annual kWh production may differ based on annual solar radiation.	Gather annual solar data. Annual kWh production may differ based on annual solar radiation.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	Solar radiation is stipulated and mutually agreed upon and does not change for the duration of measurement period.



Table 3.3 - Base Utility Rates

Project	City of College Place
Scenario	East Booster Station Solar
Date	8/17/2021

Building_Name	Utility_Provider	Rate_Name	Utility_Type	Dollars_Per_Unit	Units	Published_Date_Effective
Poulsbo Middle School	Puget Sound Energy (PSE)	PMS Commercial 43 - KWh	Electricity	\$0.061500	kWh	10/11/2018
Poulsbo Middle School	Cascade Natural Gas	PMS General Service - 504	Natural Gas	\$0.833200	Therms	10/11/2018

Project Financials

4.1 Maximum Project Allowable Cost

McKinstry guarantees that the Maximum Project Cost will not exceed the guaranteed value shown in Table 4.1 – Budget Summary; this cost does not include sales tax, WA State Interagency fees, or the utility incentive. The sales tax and interagency fees are shown in Table 4.1 for reference, and the utility incentive is shown in Table 4.2 for reference. (McKinstry does not guarantee the value of sales tax, interagency fees, or the utility incentive.)

Costs presented in this proposal are valid for 90 days from the date of publication. If the notice to proceed is issued after this time, McKinstry reserves the right to re-evaluate the project and make necessary modifications to the construction costs.

4.2 Project Cost Table

See Table 4.1 – Budget Summary. All fee percentages and costs are unique to the project.

4.3 Items Included in Maximum Project Cost

1. Engineering audit, which includes the cost for the preparation of this proposal
2. Engineering design
3. Construction management services
4. Installation of McKinstry Equipment including the following costs as specified in the scope of work:
 - a. All costs paid by McKinstry for the installation of the equipment. This includes costs paid to subcontractors or directly to McKinstry personnel, when related to installation or system verification of McKinstry equipment.
 - b. The portion of reasonable travel, lodging, and meal expenses of officers or employees incurred while traveling in discharge of duties connected with the work. McKinstry will comply with OFM guidelines for reimbursement of travel expenses.
 - c. Cost of all materials, supplies, and equipment incorporated in the Work, including costs of transportation thereof.
 - d. Cost or rental charges, including transportation and maintenance, of all materials, supplies, equipment, temporary facilities, and hand tools not owned by the workers, which are consumed in the performance of the work and cost less salvage value on such items used but not consumed which remain the property of McKinstry.
 - e. Cost of premiums for all bonds and insurance, which McKinstry is required to purchase and maintain.
 - f. Sales, use, or similar taxes related to the Work and for which McKinstry is liable imposed by a governmental authority.
 - g. Permit fees, royalties, and deposits lost for causes other than McKinstry's negligence.
 - h. Losses and expenses not compensated by insurance or otherwise, sustained by McKinstry in connection with the work, provided they have resulted from causes other than the fault or neglect of McKinstry. Such losses shall include settlements made with the written consent and approval of the Owner. If, however, such loss requires reconstruction and McKinstry is placed in charge thereof, McKinstry shall be paid a fee for such services.
 - i. Demolition cost and cost of removal of all debris unless specifically excluded within the Scope of Work.

Project Financials

- j. Costs incurred due to an emergency affecting the safety of persons and property.
- k. Other costs incurred in the performance of the Work if and to the extent approved in advance in writing by the Owner.
- l. Contingency as defined in Section 4.4.
- m. Allowances as defined in Section 4.5.
- n. Cost of equipment startup, training, system verification, and balancing performed by McKinstry.
- o. Construction Bonds (including Performance & Payment Bond), Liability Insurance, and Builder's Risk Insurance.
- p. McKinstry fee. This includes McKinstry's remuneration for compensation of personnel, expenses, risks related to the project, overhead, and profit.
- q. McKinstry shall provide a Schedule of Values. The schedule of values will include all costs related to the installation of McKinstry's equipment.

4.4 Construction Contingency

A construction contingency as identified in Table 4.1 – “Budget Summary” has been established for this project. McKinstry can expend the contingency after a change order has been approved by the Owner and McKinstry for items necessary to complete the original scope of this project. The intent of the contingency is for “unforeseen conditions” beyond what was originally estimated. McKinstry and the Owner will jointly manage any contingency left after the project scope is completed. All unused construction contingency funds shall reduce the overall project cost to the Owner.

4.5 Allowances

McKinstry may set aside allowances as identified in Table 4.1 - “Budget Summary” for specific areas of work that have been identified as a potential cost impact but cannot be determined at this stage. Should the allowance not be adequate, the Owner will be advised. McKinstry will be compensated for any additional costs via Change Order to the contract should the Owner agree. In extreme situations, McKinstry may request additional funds to cover cost overruns that could not have been foreseen by either party.

4.6 Ongoing Services

Refer to Table 4.1 for the cost and duration of any ongoing services.

4.7 Accounting Records

McKinstry shall check all material, equipment, and labor entering into the worksite and shall keep such full and detailed accounts as may be necessary for proper financial management under this Agreement. The Owner shall be afforded access to all McKinstry's records, books, correspondence, instructions, drawings, receipts, vouchers, memoranda, and similar data relating to this Contract, and the McKinstry shall preserve all such records for a period of seven years, or for such longer period as may be required by law, after the final payment.

4.8 Reconciliation of Labor & Material Costs

The maximum project allowable cost is based on firm negotiated bids or estimated labor and material costs developed by McKinstry. In recognition that actual Labor & Material costs may vary from the estimate, the following procedures are established to reconcile this difference:



Project Financials

1. If the total maximum guaranteed project cost at completion exceeds the estimated amount (plus contingency), the additional costs will be borne by McKinstry at their expense.
2. If the total project costs at completion are less than the estimated proposal amount (less contingency), the savings will be retained by the Owner.
3. There shall be no cost savings split between the Owner and McKinstry.

The following Figure 4.A outlines proposed procurement and payment reconciliation methods. Changing the proposed method of reconciliation after the acceptance of the Proposal may require an adjustment to the Guaranteed Maximum Project Cost.

DEFINITIONS:

Major Equipment:

Major Equipment is any single piece of equipment purchased by McKinstry with a value over \$5,000.

Negotiated:

Construction contract value is to be established through negotiations with a select or single contractor (i.e. owner preferred controls contractor, mechanical contractor, etc.).

Bid:

Construction contract value is to be established through a bid process based upon formal bid documents including plans and specifications which will be bid to a minimum of two (typically three) pre-qualified contractors as approved by McKinstry and the Owner.

Self-Perform:

McKinstry intends to perform work with McKinstry personnel.

Schedule of Values (SOV):

Cost shall be substantiated with a properly executed invoice from the subcontractor or supplier that matches the schedule of values in their contract or purchase order.

Time & Materials (T&M):

Published sell rates will be established prior to issuance of contract to subcontractor or commencement of work by McKinstry. A monthly labor and material report will be provided which will include labor hours and dollars per individual, and material and equipment invoices.

Firm:

Fees that are negotiated prior to proposal and are not reconciled at the end of the project.

Project Financials

Figure 4.A

CONSTRUCTION COST CATEGORY (REF TABLE 4.1)	PROPOSED CONSTRUCTION METHOD	END OF PROJECT – RECONCILED
PV Installer	Negotiated	SOV
General/Other	Self-Perform	T&M
Commissioning	Self-Perform	T&M
Change Order (CO)	As Specified in CO	T&M
Fees	Self-Perform	Firm

4.9 Compensation

1. TERMS:
Net 30 days (45 days for State Treasurer payments) from the date of invoice, monthly billings as the job progresses.
2. PAYMENTS:
At a minimum, payments will be made in the amount of 100% at the completion and implementation of any individual facility improvement measure (FIM) in the amount of that FIM as delineated in the contract. If more than one FIM is completed in a monthly period, all those FIMS will be paid.
3. FINANCE CHARGES ON UNPAID BALANCES:
Payments due and unpaid shall be subject to interest charges within 30 days (45 days for State Treasurer payments) of receipt of a properly completed invoice per RCW 39.76. Finance charges will be calculated on the un-paid balance per RCW 39.76 which specifies the interest rate shall be one percent per month but not less than one dollar per month on amounts due beyond 30 days. Interest charges will be calculated daily, compounded monthly. Charges accrue until balances are paid in full.
4. CONSTRUCTION PERIOD FINANCE CHARGES:
McKinstry may charge construction period finance charges for projects, independent of financing method, whereby the anticipated billing lags the earned schedule of values by more than 90 days. If Owner controlled schedule delays occur during the progress of the project, McKinstry may request additional finance charges be added to the project. Construction period finance will be calculated on the un-paid balance at the rate of Prime + 2% per annum. Interest charges will be calculated daily, compounded monthly. Charges accrue until balances are paid in full.
5. McKinstry and the Owner will work together to minimize finance charges.
6. The construction schedule has been developed based on the following assumptions:
 - a. Owner review of final Energy Services Proposal (ESP) 10 working days
 - b. McKinstry receives notice to proceed within 15 working days from the final review responses
7. SUBSTANTIATION OF FINANCE CHARGE:
McKinstry will do an accounting of finance charges progressively through the project, and at contract completion submit a change request itemizing the summary of additional costs for implementation. The contract will then be increased to reflect the same and finance charges will be paid within 30 days of the date of approved substantiation.

Project Financials

4.10 Financing

McKinstry enjoys over 55 years of experience within the engineering and contracting industry and its financial strength exceeds the industry average. This strength makes it possible to provide and assist with the financing needs of its customers. Long standing relationships with vendors assures reasonable pricing and excellent payment terms.

LONG-TERM FINANCING:

The Owner has several options available for long term permanent financing. The Washington State Treasurer's Office can provide financing. Third Party financing is also available.

4.11 Termination Value

Should the owner choose to finance the project through McKinstry, a schedule will be provided showing the termination value of the financing agreement for each year during the term of the agreement.

4.12 Terms of Agreement

The Contract shall be effective and binding upon the parties immediately upon its execution and the period from contract execution until the Commencement of Energy Savings Date shall be known as the "Interim Period". All energy savings achieved during the interim period will be fully credited to the Owner.

4.13 Insurance & Bonding

McKinstry shall provide a payment and performance bond and builders Risk Insurance.

For The Purposes of This Agreement, the "Sum Amount of Bond" Shall Be (See Table 4.1 –“Budget Summary”).

1. The bond amount consists of Labor and Materials and State Sales Tax.
2. This bond does not include any construction contingencies.
3. Certificates of General Liability Insurance will be provided prior to Contract Signing. The State of Washington shall be named as An Additional Insured on all insurance certificates.

McKinstry shall provide a payment and performance bond in the amount of 100% of the construction cost, as defined in the Energy Services Agreement Addendum. The amount shall include all authorized changes and state sales tax. The Bond shall be in the form attached to the Conditions of the Energy Services Agreement. The Contract listed on the bond form shall be the Addendum No. and Agreement No., which incorporates the work, and the "Contract Date" shall be the date of the Addendum. The full and just sum of the Bond shall be as defined above and shall include the actual cost of purchasing and installing McKinstry's Equipment. The Bond shall specifically exclude coverage for those portions of the Energy Services Agreement and/or Energy Services Agreement Addendum pertaining to design services, energy cost savings guarantee, maintenance guarantee, utility incentives, efficiency guarantees, and any other clauses which do not relate specifically to construction management and supervision of work for purchasing and installing of McKinstry's Equipment, or for work to be accomplished by the Owner. The Bond shall be with a Surety or Bonding Company that is registered with the State of Washington Insurance Commissioner's Office.

While McKinstry stands behind our safety record, we cannot control the work flow around items we have no control over. At no point does McKinstry assume any responsibility for the loss of use of any equipment and we exclude any and all claims for consequential damages therein.



Project Financials

4.14 Diverse and Small Business Participation Goals for this Project

McKinstry has established the following diverse and small business participation goals for this project in consultation with the Owner.

McKinstry has provided information and training to many potential subcontractors, suppliers, and consultants on how to register for the State certifications.

The following table is a list project specific inclusion goals.

Figure 4.D

State Certification Category	McKinstry Standard Inclusion Plan	For this Project: Percentages for Construction	For this Project: Percentages for Professional Services
Diverse Business Enterprise	26%	44%	0%

Table 4.1 - Budget Summary



Project	City of College Place
Scenario	East Booster Station Solar
Date	8/16/2021

Database ID	FIM Name	Mechanical	Electrical	EMCS	Lighting	Solar Installer	Equipment	Other	Total
48333	10.01-EBS Solar	\$ -	\$ -	\$ -	\$ -	\$ 230,321	\$ 107,177	\$ 7,963	\$ 345,461
Total Base FIM Cost		\$ -	\$ -	\$ -	\$ -	\$ 230,321	\$ 107,177	\$ 7,963	\$ 345,461

A. Construction Costs											
	Commissioning	Lump	\$9,300	\$ -	\$ -	\$ -	\$ -	\$ 6,200	\$ 2,885	\$ 214	\$ 9,300
	Site Supervision	Lump	\$31,302	\$ -	\$ -	\$ -	\$ -	\$ 20,869	\$ 9,711	\$ 722	\$ 31,302
	Subtotal(FIM Cost and A.)			\$ -	\$ -	\$ -	\$ -	\$ 257,391	\$ 119,774	\$ 8,899	\$ 386,063
	Construction Bonds	%	1.30%	\$ -	\$ -	\$ -	\$ -	\$ 3,346	\$ 1,557	\$ 116	\$ 5,019
	Total Construction Cost										\$ 391,082

B. Professional Services Costs					
	Audit Fee	Lump	\$0		\$ -
	Design Fee	%	4.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 15,443
	Construction Admin Fee	%	5.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 19,303
	Overhead	%	10.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 38,606
	Profit	%	8.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 30,885
	Total Professional Services Cost				\$ 104,237

C. Other Project Costs					
	Project Contingency	%	0.00%	Percent of Total Construction Cost	\$ -
Total Other Project Cost					\$ -

D. Measurement and Verification				
	Year 1	Lump	\$2,590	
				Total Overhead Cost & Fee
				\$ 2,590

E. Total Guaranteed Construction & ESCO Services (A + B + C + D)	\$ 497,909
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F. Non-Guaranteed Costs					
	Sales Tax	%	0.00%	Percent of Section E. (Excluding Contingency)	\$ -
	Total Non-Guaranteed Cost				\$ -

G. Total Maximum Project Cost (E + F)		\$ 497,909
---------------------------------------	--	------------



Table 4.2 - Facility Improvement Measure (FIM) Summary

Project

Scenario

Date

City of College Place

East Booster Station Solar

August 17, 2021

				Guaranteed Savings and Actual Rates		Dept. of Commerce Solar Grant **					
Facility Improvement Measures	FIM Description	Facility	Budget *	Annual Utility Savings	Simple Payback (SPB)	Annual Utility Savings [DOC Grant Rate]	Simple Payback [DOC Grant Rate]	Potential Incentives ***	Potential Grant ***	Net Customer Cost (with Incentives and Grants)	Simple Payback (SPB) (with Incentives)
10.01-EBS Solar	Install a ground-mounted fixed-tilt solar photo-voltaic panel array rated for 111.5 kW DC nameplate.	East Side Booster Station	\$497,909	\$10,316	48.3	\$12,169	40.9	\$0	\$125,000	\$372,909	36.1
Totals			\$497,909	\$10,316	48.3	\$12,169	40.9	\$0	\$125,000	\$372,909	36.1

* Since design cost, audit cost, etc. are distributed among the FIMs, the total project cost will not go up or down by exactly the amounts shown here if a FIM or FIMs are dropped.

** Washington State Department of Commerce calculates utility savings based on a state average rate of \$0.08275/kWh.

*** Incentives and grants are contingent on final approval and are not guaranteed. Funds are shown for reference only.



City of College Place

2021 Solar

Investment Grade Audit

COLLEGE PLACE, WA

AUGUST, 17TH

Investment Grade Audit

5.1 EXISTING FACILITY DESCRIPTION

East Side Booster Station

The East Side Booster Station consists is a rectangular concrete structure with minimal equipment located on the roof. The booster station provides pumping power to the municipal water supply. These features make this building a prime candidate for a PV solar array.

Investment Grade Audit

5.2 FACILITY IMPROVEMENT MEASURES – CALCULATIONS

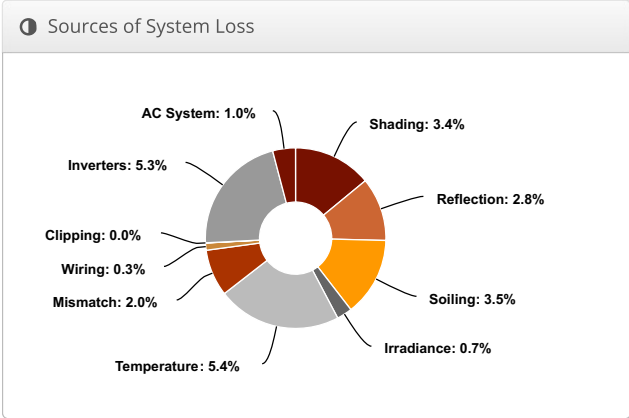
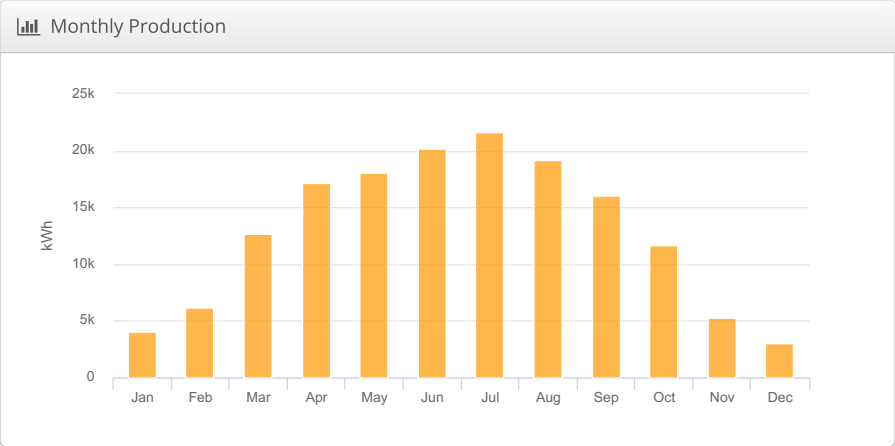
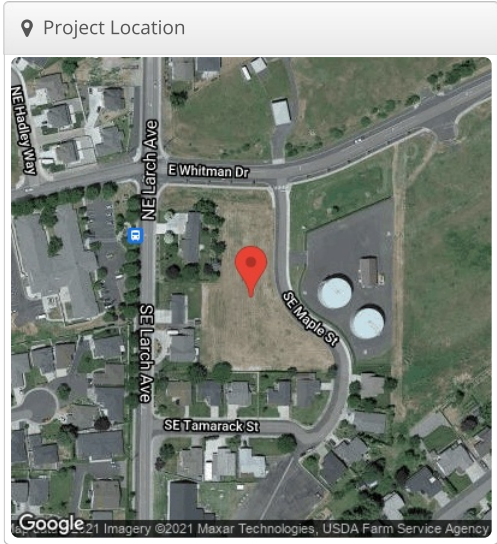
FIM 10.01–EBS | Solar

Heiloscope Reports

DOC 2021 GMAX College Place, City of, E Whitman Dr and SE Maple Ave

Report	
Project Name	College Place, City of
Project Address	E Whitman Dr and SE Maple Ave

System Metrics	
Design	DOC 2021 GMAX
Module DC Nameplate	111.5 kW
Inverter AC Nameplate	100.0 kW Load Ratio: 1.12
Annual Production	154.8 MWh
Performance Ratio	78.9%
kWh/kWp	1,387.7
Weather Dataset	TMY, 10km Grid (46.05,-118.35), NREL (prospector)
Simulator Version	125ee4a60d-4598ccbfde-ddff206053-649f60a15b



Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,507.7	
	POA Irradiance	1,759.1	16.7%
	Shaded Irradiance	1,698.7	-3.4%
	Irradiance after Reflection	1,651.4	-2.8%
	Irradiance after Soiling	1,594.4	-3.5%
	Total Collector Irradiance	1,594.2	0.0%
Energy (kWh)	Nameplate	180,009.3	
	Output at Irradiance Levels	178,796.4	-0.7%
	Output at Cell Temperature Derate	169,090.7	-5.4%
	Output After Mismatch	165,631.1	-2.0%
	Optimal DC Output	165,105.2	-0.3%
	Constrained DC Output	165,097.5	0.0%
	Inverter Output	156,321.4	-5.3%
	Energy to Grid	154,758.2	-1.0%
Temperature Metrics			
	Avg. Operating Ambient Temp		13.9 °C
	Avg. Operating Cell Temp		26.1 °C
Simulation Metrics			
	Operating Hours	4667	
	Solved Hours	4667	

Condition Set													
Description	Condition Set 1												
Weather Dataset	TMY, 10km Grid (46.05,-118.35), NREL (prospector)												
Solar Angle Location	Project Lat/Lng												
Transposition Model	Perez Model												
Temperature Model	Diffusion Model												
Temperature Model Parameters	Rack Type		U _{const}		U _{wind}								
	Fixed Tilt		20		0								
	Flush Mount		15		0								
	East-West		20		0								
	Carport		29		0								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D	
	18	10	4	1	1	1	2	3	3	2	7	20	
Irradiation Variance	3.5%												
Cell Temperature Spread	3° C												
Module Binning Range	0% to 2.5%												
AC System Derate	1.00%												
Module Characterizations	Module		Uploaded By		Characterization								
	JAM72S10-410MR (JA Solar)		Folsom Labs		Spec Sheet Characterization, PAN								
Component Characterizations	Device		Uploaded By		Characterization								

Components		
Component	Name	Count
Inverters	CI 100 (Delta Electronics)	1 (100.0 kW)
Strings	10 AWG (Copper)	17 (2,025.5 ft)
Module	JA Solar, JAM72S10-410MR (410W)	272 (111.5 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	16-16	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Fixed Tilt	Landscape (Horizontal)	25°	180°	8.0 ft	4x4	17	272	111.5 kW

Detailed Layout



Investment Grade Audit

5.3 FACILITY IMPROVEMENT MEASURES - ADDITIONAL SCOPE DOCUMENTS

No additional scope documents provided.

Investment Grade Audit

5.4 FIMS CONSIDERED BUT NOT USED

The following FIMS were considered but not chosen for this phase. The measures below are recommended for further consideration in the future.

- No other FIMS considered.

Investment Grade Audit

5.5 UTILITY DATA ANALYSIS

A utility data analysis was performed for the following buildings.

- East Side Booster Station

Utility Data Analysis

City of College Place - East Side Booster Station

Utility Usage and Cost Summary



Building Information				Energy Information	
Project	City of College Place	Building Area	1,785 ft ²	Year 1:	July 2018 to June 2019
Building	East Side Booster Station			EUI:	284 kBtu/ft ² Cost: \$8.16 / ft ²
Service Address	55 SE Maple Ave, College Place, WA 99324			Year 2:	July 2019 to June 2020
Electric Prvdr.	Pacific Power	Electrical Mtr.	79229825-E	EUI:	307 kBtu/ft ² Cost: \$8.33 / ft ²
				Year 3:	July 2020 to June 2021
				EUI:	319 kBtu/ft ² Cost: \$8.83 / ft ²
				Average:	July 2018 to June 2021
				EUI:	303 kBtu/ft² Cost: \$8.44 / ft²

Historical Utility Data									
Period	Electric Energy [kWh]	Electric Demand [kW]	Electric Energy Cost [\$\$]			Total Energy [kBtu]	Total Cost [\$\$]	Energy Use Index [kBtu / ft ²]	Cost Index [\$\$ / ft ²]
Jul-18	16,960	78	\$1,708.55			57,868	\$1,708.55	32.42	\$0.96
Aug-18	19,680	93	\$1,971.31			67,148	\$1,971.31	37.62	\$1.10
Sep-18	16,800	78	\$1,696.28			57,322	\$1,696.28	32.11	\$0.95
Oct-18	13,440	78	\$1,453.91			45,857	\$1,453.91	25.69	\$0.81
Nov-18	6,720	26	\$726.83			22,929	\$726.83	12.85	\$0.41
Dec-18	11,360	32	\$1,064.63			38,760	\$1,064.63	21.71	\$0.60
Jan-19	12,000	19	\$1,046.24			40,944	\$1,046.24	22.94	\$0.59
Feb-19	11,840	27	\$1,042.86			40,398	\$1,042.86	22.63	\$0.58
Mar-19	12,000	32	\$1,057.65			40,944	\$1,057.65	22.94	\$0.59
Apr-19	7,200	25	\$705.00			24,566	\$705.00	13.76	\$0.39
May-19	7,520	41	\$790.87			25,658	\$790.87	14.37	\$0.44
Jun-19	12,960	79	\$1,301.60			44,220	\$1,301.60	24.77	\$0.73
Jul-19	16,960	79	\$1,552.56			57,868	\$1,552.56	32.42	\$0.87
Aug-19	18,800	87	\$1,701.95			64,146	\$1,701.95	35.94	\$0.95
Sep-19	17,760	87	\$1,636.09			60,597	\$1,636.09	33.95	\$0.92
Oct-19	9,920	63	\$1,047.53			33,847	\$1,047.53	18.96	\$0.59
Nov-19	9,120	38	\$907.08			31,117	\$907.08	17.43	\$0.51
Dec-19	15,040	27	\$1,295.17			51,316	\$1,295.17	28.75	\$0.73
Jan-20	15,200	31	\$1,322.08			51,862	\$1,322.08	29.05	\$0.74
Feb-20	13,280	28	\$1,172.72			45,311	\$1,172.72	25.38	\$0.66
Mar-20	11,680	27	\$1,050.58			39,852	\$1,050.58	22.33	\$0.59
Apr-20	10,400	27	\$966.15			35,485	\$966.15	19.88	\$0.54
May-20	10,560	44	\$1,045.06			36,031	\$1,045.06	20.19	\$0.59
Jun-20	12,000	54	\$1,180.44			40,944	\$1,180.44	22.94	\$0.66
Jul-20	13,920	78	\$1,403.76			47,495	\$1,403.76	26.61	\$0.79
Aug-20	19,680	79	\$1,783.34			67,148	\$1,783.34	37.62	\$1.00
Sep-20	17,760	80	\$1,657.41			60,597	\$1,657.41	33.95	\$0.93
Oct-20	12,640	79	\$1,315.64			43,128	\$1,315.64	24.16	\$0.74
Nov-20	8,960	41	\$919.38			30,572	\$919.38	17.13	\$0.52
Dec-20	14,720	27	\$1,243.39			50,225	\$1,243.39	28.14	\$0.70
Jan-21	15,040	30	\$1,274.98			51,316	\$1,274.98	28.75	\$0.71
Feb-21	13,280	26	\$1,159.93			45,311	\$1,159.93	25.38	\$0.65
Mar-21	13,600	27	\$1,235.08			46,403	\$1,235.08	26.00	\$0.69
Apr-21	10,240	26	\$981.20			34,939	\$981.20	19.57	\$0.55
May-21	12,000	56	\$1,233.23			40,944	\$1,233.23	22.94	\$0.69
Jun-21	15,040	78	\$1,548.13			51,316	\$1,548.13	28.75	\$0.87

Utility Data Analysis

City of College Place - East Side Booster Station

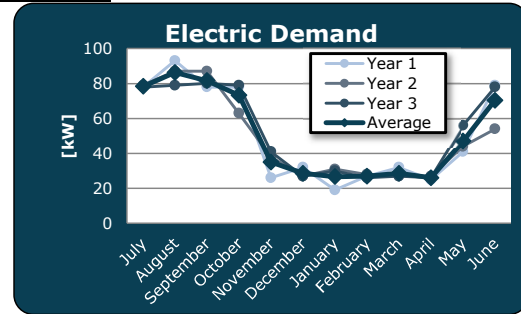
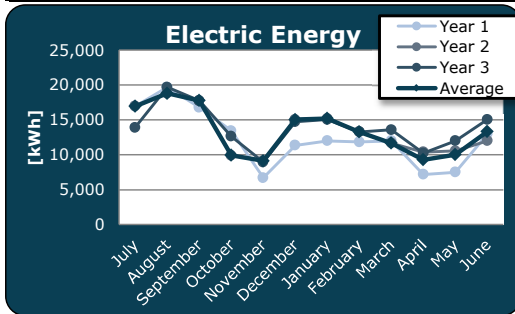
Utility Usage and Cost Summary



Annual Average Consumption and Cost									
Year	Electric Energy [kWh]	Electric Energy Cost [\$\$]	Blended Rate [\$\$ / kWh]			Total Energy [MMBTU]	Total Cost [\$\$]	Energy Use Index [kBTU / ft²]	Cost Index [\$\$ / ft²]
Year 1	148,480	\$14,566	\$ 0.098			507	\$14,566	284	\$ 8.16
Year 2	160,720	\$14,877	\$ 0.093			548	\$14,877	307	\$ 8.33
Year 3	166,880	\$15,755	\$ 0.094			569	\$15,755	319	\$ 8.83
Average	158,693	\$15,066	\$ 0.095			541	\$15,066	303	\$ 8.44

Average Monthly Utility Cost and Weather Data					
Month	Electric Energy [\$]		Total [\$]	Heating Degree Days	Cooling Degree Days
January	\$1,322		\$1,322	617	0
February	\$1,173		\$1,173	694	0
March	\$1,051		\$1,051	516	0
April	\$884		\$884	207	11
May	\$1,023		\$1,023	62	83
June	\$1,343		\$1,343	9	299
July	\$1,553		\$1,553	0	490
August	\$1,702		\$1,702	0	484
September	\$1,636		\$1,636	30	195
October	\$1,048		\$1,048	260	2
November	\$907		\$907	552	0
December	\$1,295		\$1,295	702	0
Total	\$14,936		\$14,936	3,648	1,564

Pct. of Total	100%	
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Utility Data Analysis

City of College Place - East Side Booster Station

Utility Usage and Cost Summary

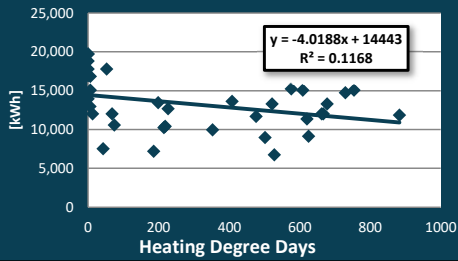


Weather Dependency Analysis						Energy Use Breakout			
Energy Type	Intercept vs. CDD / HDD	Slope vs. CDD / HDD	R ²	Non-Weather Dependent Use	Weather Dependent Use	Energy Type	Total Use [MMBTU]	EUI [kBtu / ft ²]	Percent of Total
Electric Energy [kWh]	13,734	-2.1	0.029	157,902	2,818	Electric Energy	548	307	100%

Total (MMBtu)	539	10	Total	548	307	100%
EUI	301.8	5.4				

Checks	Explanation	
Electric Energy R ²	< 0.75	Suggests that monthly Electric Energy use cannot likely be reasonably predicted based on weather severity, i.e. poor correlation between weather and Electric Energy.

Electric Energy Degree Day Correlation



ENERGY SERVICES PERFORMANCE-BASED CONTRACT

McKinstry Essention, LLC Project No. _____

Pursuant to RCW 39.35A et seq., this Energy Services Performance-Based Contract (“Contract”) is made and entered into as of this day, February 10, 2022, by and between McKinstry Essention, LLC, a Washington limited liability company (“McKinstry” or “ESCO”) and City of College Place, WA (“Owner” or “Customer”). McKinstry enters into this Contract in reliance on Customer’s representations concerning the appropriateness and validity of the procurement mechanism(s) under which this contract is procured. Customer acknowledges such reliance by McKinstry.

RECITALS

The Owner owns and operates facilities and wishes to acquire equipment and services to reduce energy costs and related expenses in the facilities.

ESCO has experience and technical management capabilities to identify and evaluate energy cost saving opportunities, and provide for engineering, packaging, procurement, installation, maintenance, and measurement of cost-effective energy and water cost saving measures (“CSMs”), also known as Energy Conservation Measures (“ECMs”), and Facility Improvement Measures (“FIMs”).

Following a competitive selection process, in accordance with the provisions of RCW 39.35A et seq., ESCO was selected to perform one or more investment grade audits, and pursuant to the Investment Grade Audit Proposal, dated September 12, 2018, has delivered, or shall deliver to the Owner an Energy Services Proposal (“ESP”) for each phase of work, which includes an assessment of the energy consumption characteristics of the Owner’s facilities, and the identification and evaluation of viable FIMs, as well as estimates of expected energy and operational savings and associated project costs for each recommended FIM, including all capital and infrastructure improvement projects to be included in that phase of work. Each ESP shall represent a separate phase of work.

The Owner desires to contract with ESCO for the design, installation, maintenance, and measurement of the FIMs all as set forth herein pursuant to RCW 39.35A et seq.

ESCO and the Owner acknowledge and agree that the purpose of this Contract is to achieve the FIMs contemplated by this Contract to the benefit the Owner, and all agree to cooperate to achieve the purpose of this the attached schedules, exhibits, and appendices consist of the planned measures to improve the energy efficiency of the Owner’s facilities. Should the Owner desire to move forward with additional phases, the Owner and ESCO will execute contract amendments or modifications by adding additional schedules, exhibits or appendices, and the terms and conditions of this Contract will remain the same and also govern all additional phases. Each Phase of work may be separated into any number of Groups of Work for the purpose of efficiently scheduling the design and installation of the work. The aggregate sum of all Groups of Work within a Phase of work shall equal the total scope of work for that Phase.

NOW, THEREFORE, the parties agree as follows:

SECTION 1. ENERGY MANAGEMENT PLAN

Section 1.1. Plan Details. ESCO has or shall prepare a final ESP for each phase of work. The ESP for the first phase of work should be labeled Appendix A-1, the Audit Report for the second phase of work should be labeled Appendix A-2, and so on until all phases of work are identified. Each ESP shall include all identified FIMs for that particular phase of work and shall be approved and accepted by the Owner and amended to this contract.

Section 1.2. Schedules, Exhibits and Appendices. A series of Schedules, Exhibits and Appendices as set forth below and are incorporated herein and made a part of this Contract if applicable.

Schedules:

- Schedule A- _ General Description of Project Scope
- Schedule B- _ Energy Savings Guarantee, Projected 3-Year Cost-Avoided Energy Savings and Measurement and Verification Term
- Schedule C- _ Compensation to ESCO, Budgeted Project Costs and ESCO Labor Rates
- Schedule D- _ Baseline Energy Consumption
- Schedule E- _ Savings Measurement & Calculation Formulae; Methodology to Adjust Baseline
- Schedule F- _ Construction and Installation Schedule
- Schedule G- _ Systems Start-Up and Commissioning
- Schedule H- _ Standards of Comfort
- Schedule I- _ ESCO's Maintenance Responsibilities
- Schedule J- _ The Owner's Maintenance Responsibilities
- Schedule K- _ ESCO's Training Responsibilities
- Schedule L- _ Pre-Existing Service Agreements
- Schedule M- _ Current and Known Capital Projects at the Premises
- Schedule N- _ Projected Financial Performance

Exhibits:

- Exhibit I- _ Sample Notice of Substantial Completion & Commencement of Energy Savings
- Exhibit II- _ Operations and Maintenance Manuals
- Exhibit III- _ Equipment Warranties
- Exhibit IV- _ Close-Out Documents
- Exhibit V- _ Progress Payment Application Form

Appendices:

- Appendix A: Energy Services Proposal ("ESP") for each phase of work
- Appendix B: Directed Engineering Study Proposal dated September 12, 2018.

Section 1.3. Order of Interpretation. In the event of any inconsistencies between the documents that make up the Contract as set out in section 1.2, the documents shall govern in the following order: this document, the Exhibits and Schedules, Appendix A for each phase of work, then Appendix B.

SECTION 2. ENERGY USAGE RECORDS AND DATA

The Owner has furnished or shall furnish (or cause its energy suppliers to furnish if reasonably possible) to ESCO, upon request, all of its records and complete data concerning energy usage and energy-related maintenance for the premises described in Schedule A (**General Description of Project Scope**) in addition to Pre-Existing Equipment Inventory, including the following data for the most current twenty-four (24) month period: utility records; building use schedules and occupancy information; descriptions of any changes in the building structure or its heating, cooling, lighting, or other systems or energy requirements; descriptions of all energy consuming or saving equipment used in the Premises; bills and records relating to maintenance of energy-related equipment, and a description of energy management procedures presently utilized. If requested, the Owner shall also provide any prior energy audits of the Premises and shall make current employees who are familiar with such records reasonably available for consultations and discussions with ESCO.

By the seventh (7th) working day after receipt, the Owner shall provide ESCO with copies (hard or electronic) of all energy bills for the Premises that it has received for the preceding month. Upon receipt of the required information, ESCO shall calculate the savings in accordance with the agreed-upon calculation formulae in Schedule E (**Savings Measurement & Calculation Formulae; Methodology to Adjust Baseline**). Should any utility data be available electronically, a copy shall be gathered directly by ESCO and shall not be delivered to ESCO by the Owner. In the event energy bills are unavailable, such unavailable information will cause the projected energy savings set forth in Schedule N (**Projected Financial Performance**) (the “Projected Energy Savings”) to be used in the savings calculation. Prior to using the Projected Energy Savings for use in the savings calculation, ESCO shall notify the Owner in writing, and the Owner shall have thirty (30) days after receipt of such notice to conduct a search and to supply the information requested, should such information become available, in order to avoid ESCO from using their Energy Savings Projections.

SECTION 3. COMMENCEMENT DATE AND TERMS; INTERIM PERIOD; NOTICE OF COMMENCEMENT OF ENERGY SAVINGS

Section 3.1. Commencement Date. The “Commencement Date” shall be the first day in which all of the following have occurred: (i) all schedules are in final form and accepted by the Owner; (ii) ESCO has delivered a notice to the Owner that it has installed and commenced operating all of the scope of work specified in Schedule A (**General Description of Project Scope**) (the “Equipment”) and in accordance with the provisions of Section 9 (**Construction Schedule and Equipment Installation; Approval**) and Schedule G (**Systems Start-Up and Commissioning**); and (iii) the Owner has inspected and accepted said installation and operation as evidenced by a Certificate of Acceptance, in the form as set forth in Exhibit I (**Certificate of Acceptance**), for all the Equipment.

Section 3.2. Term of Contract; Interim Period. Subject to the following sentence and to the Owner's termination rights under Section 3.3, the term of this Contract shall be equal to the term of the guarantee as defined in Schedule B for each phase of work, plus the Interim period. Nonetheless, the Contract shall be effective and binding upon the parties immediately upon its execution, and the period from Contract execution, and inclusive of the construction period and until the Commencement Date shall be known as the "Interim Period." All energy savings achieved during the Interim Period will apply towards the first year of the Guarantee Period.

Section 3.3 Term of Monitoring and Verification Services. Monitoring and Verification Services ("M&V") are those services as set forth in Schedule B and shall begin upon the Commencement Date. M&V shall continue for the period defined in Schedule B and thereafter can be renewed at the Owner's discretion for one, three, or five-year terms for a fee to be negotiated with the ESCO at that time. After the initial minimum period, the M&V will be cancelled unless renewed by the Owner by providing at least sixty (60) days' advance written notice to ESCO of the Owner's intention to renew the M&V. Such cancellation will terminate this Contract as a whole, except for any remaining warranty obligations. The Owner understands, however, that the guaranteed energy savings, as set forth in Schedule B shall remain in effect only so long as ESCO provides such M&V. If the M&V is cancelled at any time other than the end of a contract year (defined as the period of time lasting 365 days from commencement and renewing upon expiration provided Energy Savings Guarantee is in effect) for reasons other than ESCO's default, ESCO shall have no Guaranteed Energy Savings obligation for that partial year.

Section 3.4. Notice of Commencement of Energy Savings. A Notice of Commencement of Energy Savings ("NCES") shall be issued for each Phase of Work when the ESCO has installed and commenced operating all of the scope of work within the Phase of Work, exclusive of punch list items, and the equipment has been started up and commissioned per Schedule G (**Systems Start-Up and Commissioning**). The Owner shall have ten working days (10) to review the NCES and report any discrepancies to the ESCO. If the Owner does not respond within the ten (10) working day period the NCES shall be considered accepted by the Owner. For purposes of this section, working days shall be Monday through Friday excluding holidays as set by the Owner's calendar.

SECTION 4. COMPENSATION TO ESCO

Section 4.1. Measurement and Verification Fees. No later than thirty (30) days after the first NCES, the Owner shall pay to ESCO the M&V fee in the amounts and as scheduled in Schedule C.

Section 4.2. Project Total. The Owner shall pay ESCO the Contract Sum for ESCO's performance of this Contract in accordance with the provisions for open pricing, billing procedures, and progress payments set forth in Sections 4.3, 4.5, and 4.6, respectively. The "Contract Sum" is the total of Construction Costs, ESCO Fees and other costs (as defined in Sections 4.7 and Schedule C) provided that in no event shall the "Contract Sum" exceed the amount shown as the "Guaranteed Maximum Implementation Cost" in Schedule C, Budget Summary Table, other than additional costs approved by the Owner. ESCO acknowledges and agrees that it is the purpose and intent of this Contract and all parties that the FIMs identified in the ESP be designed, installed, measured, and verified, all as specifically provided for in this

Contract, for the Guaranteed Maximum Implementation Cost (GMIC), and ESCO is responsible to achieve this end, for no additional cost, except as specifically provided for in this Contract.

Section 4.3. Open Book Pricing. Open book pricing is required, such that ESCO will fully disclose all direct construction costs, including all Subcontract Costs and Equipment Costs. These costs, excluding ESCO fixed fees (fixed fees: Investment Grade Audit, Design, Construction Administration, Overhead, Fees, ESCO M&V Costs, Warranty Management and Construction Bond) will be reconciled to the Owner upon final completion in the event of any construction cost savings. ESCO will maintain cost accounting records on work performed under actual costs for material. ESCO will afford the Owner access to these records and all related project records and preserve all project records for a period of three (3) years after final payment under this Contract.

Section 4.4. Billing Information Procedure. Payments due to ESCO under this Section 4 shall be calculated in accordance with the provisions of the Pricing Breakdown shown in Schedule C, Budget Summary Table. Except for the cost of the DES and M&V costs, ESCO shall provide the Owner with an itemized monthly invoice of amount due along with any other evidence reasonably required by the Owner to demonstrate amount of required payment. ESCO fixed fees (other than ESCO M&V costs) shall be invoiced and substantiated on a percent complete basis. All invoices submitted by ESCO, as shall be due and payable within thirty (30) days of receipt of the invoice. The Owner shall have ten (10) working days from the date of receipt of said invoices and all supporting documentation to notify ESCO of any irregularity in the billing. The failure of the Owner to provide notice of disagreement within said ten (10) working-day period shall be deemed agreement with the information or calculations set forth in that particular invoice, except in cases where Owner does not have full information and later learns of additional information that would cause it to disagree with a particular invoice. The Owner shall remit payment within ten (10) calendar days after the later of receipt of said invoice. Interest at a rate equal to the maximum rate permitted by law will accrue on all unpaid balances commencing ten (10) calendar days after invoice is due. For purposes of this section, working days shall be Monday through Friday excluding holidays as set by the Owner's calendar. ESCO will provide a retention bond at ESCO's expense.

Section 4.5. Progress Payments. The application for progress payment shall be made monthly in a form similar to that attached hereto as Exhibit V (**Progress Payment Application**) and shall constitute a representation by ESCO to the Owner that the design and construction have progressed to the point indicated, and ESCO is entitled to payment in the amount requested. At the time of the Commencement Date, and upon receipt by the Owner of the close out documents identified in Exhibit IV (**Close Out Documents**), the Owner shall pay to ESCO any outstanding invoices.

Section 4.6. Cost of Work (See Schedule C, Project Budget Summary Table). Costs of the Work are:

A. Subcontract Costs. These shall include payments made by ESCO to subcontractors in accordance with the requirements of the subcontracts, including sales tax and change orders. Subcontract fees can include, but are not limited to, fees for professional services as required to meet the Owner's requirements, or to perform particular site or building specific studies as requested by the Owner. Subcontract fees can

include fees paid to ESCO divisions performing work in a manner similar to that of subcontractors.

B. Equipment/Supplies Costs. These shall include all items purchased directly by ESCO (not by a subcontractor) that become part of the installation, including excess equipment, supplies and inventory that will become part of the installation, including any sales tax or use tax.

C. Miscellaneous Costs/General Conditions. These shall include all direct costs incurred by ESCO (not paid for through a subcontractor) that do not become part of the installation and that are specifically attributable to this project. Direct cost includes, but is not limited to, permits, fees, travel costs, shipping, copying, office and third party rentals, project office improvement expenses, office expenses, labor for project management and site supervision, M&V set-up, mobilization, de-mobilization, temporary power, data, internet, and all wireless communication costs. All Direct costs shall be subject to a reasonable and necessary standard.

Section 4.7. Excluded from Costs of the Work. The Costs of the Work shall not include:

A. Wages or salaries of ESCO's personnel NOT involved in the development, design, or implementation of the project. This exclusion does not include ESCO personnel that are involved in self-performed work, project development, project implementation, project management, performance assurance, and otherwise billable to the project.

B. Costs, other than costs included in written change orders approved by the Owner that would cause the Guaranteed Maximum Implementation Cost to be exceeded.

C. Legal, mediation, and arbitration costs incurred by ESCO and relating to the project, except for legal fees recoverable under Section 21.1.

D. Errors or omissions associated with design in coordination, scheduling and interfacing of various work in the separate work categories or divisions shall not increase the Guaranteed Maximum Implementation Cost, but are reimbursable within the Guaranteed Maximum Implementation Cost.

Included in Table 4.1Section 4.8. Refunds and Rebates. Trade discounts, rebates, refunds and amounts received from sales of surplus materials or equipment shall accrue to the Owner and ESCO shall use its best efforts to assist the Owner in providing information to allow the Owner to secure all available refunds and rebates.

Section 4.9. Pricing Details.

A. Upon the execution of a Certificate of Acceptance, if the Total Project Cost is less than the Guaranteed Maximum Implementation Cost, then the difference between the actual and estimated costs may, at the Owner's discretion, be used to implement more projects per the terms of this Contract, provided that the difference is sufficient to fund additional projects. ESCO shall apply the fee structure to those additional projects per Schedule C, Project Budget Summary Table. For purposes of those additional projects, a

new Certificate of Acceptance shall be executed which date shall be the Commencement Date for purposes of this Contract as to those projects only.

B. In the event the Owner issues change orders that increase costs, the amount of those cost increases shall be identified by ESCO and accounted for in a separate budget beyond the original GMIC [see Section 4.2]. It will be the Owner's responsibility to pay these costs as the Project is being constructed. ESCO shall use the mark-up structure indicated in Schedule C, Project Budget Summary Table, as the original basis for the pricing of change orders. However, if either party believes that the scale and/or scope of the change order is not properly reflected in the pricing in Schedule C, then the parties will negotiate a mutually agreed upon fee for the specific change order and record it in writing, which writing may be satisfied by authorized persons from both parties signing the change order.

SECTION 5. PAYMENTS BY ESCO

Section 5.1. Energy Savings Guarantee. ESCO has formulated and, subject to the adjustments provided for in Section 15 (**Material Changes**), has guaranteed the annual level of energy savings to be achieved as a result of the installation and operation of the Equipment and provision of services provided for in this Contract, such services being those specified in Schedule I (**ESCO's Maintenance Responsibilities**) and in accordance with the Savings Calculation Formula as set forth in Schedule E (**Savings Measurement & Calculation Formulae; Methodology to Adjust Baseline**). The Energy Savings Guarantee is set forth in annual increments for the term of the Contract as specified in Schedule B. The guarantee period ("Guarantee Period") for the Energy Savings Guarantee begins on the Commencement Date and continues for the term of this Contract, unless earlier terminated pursuant to this Contract.

Section 5.2 Review and Reimbursement/Reconciliation. Annually, during the Guarantee Period, and no more than sixty (60) days after the end of the Guarantee year, ESCO shall perform a review and reconciliation to determine the actual achieved energy savings (subject to any adjustments made for Material Changes) when compared to the Energy Savings Guarantee for that Guarantee year and shall submit to the Owner a report with a precise calculation of savings. If ESCO has failed to achieve the annual Cost-Avoided Energy Savings Guarantee specified in Schedule B, ESCO shall pay to Owner the difference between the annual Cost-Avoided Energy Savings Guarantee and the amount of actual cost-avoided energy savings achieved at the Premises. Any payment due will be made by ESCO within thirty (30) days after signed acceptance of the annual report by the Owner. Interest at a rate equal to 4% per annum will accrue on all unpaid balances commencing ten (10) calendar days after the payment was due. In the event of any disagreement in the amount payable by ESCO, the Owner shall notify ESCO in writing of the alleged discrepancy within 30 days. Any amounts not in dispute shall be paid in accordance with this section. When the actual total cost-avoided savings in any one-year, during the Guarantee Period, exceeds the Energy Savings Guarantee as set forth in Schedule C, such excess savings shall be credited toward the actual achieved savings for the following year to the fullest extent allowed by law. Excess savings from any group of work can be credited to any other group of work within any one year. Also, excess energy savings in any one Guarantee year will be used to reimburse the ESCO for any payments made by ESCO to cover a shortfall in previous years on any phase of

work. Energy savings generated during the Interim Period will accrue towards the first year Guarantee.

ESCO and the Owner agree to work in good faith to resolve any disagreement over the calculation of the energy savings. Should the parties be unable to resolve their disagreement as to the calculation of energy savings, then either party will provide written notice to the other and the parties will then agree that an independent auditor will be engaged to provide a binding decision on whether the calculation of savings or deficiencies, as prepared by ESCO, is fairly stated in accordance with this Contract. If the parties cannot agree upon an auditing firm, then each shall designate a firm, and the two designated firms shall identify a mutually agreeable third firm and such third firm alone shall perform the audit. The independent auditing firm shall include in its report any exceptions determined by its review. Each party agrees to reasonably cooperate with the auditing firm, including, without limitation, delivering to such firm any records, documents or information reasonably requested in electronic format, if available, or otherwise. Any payments between the parties that are necessary to resolve any irregularities identified in the review will be made within sixty (60) days after submission of the review to the parties. If the audit is called by the ESCO or the Owner, the following structure will be applied to paying for the audit:

If the independent auditor determines that ESCO's determination of the difference between the annual Energy Savings Guarantee and the amount of the actual energy saving achieved at the Premises was in error in the Owner's favor, ESCO shall pay the entire cost of the audit; however, if ESCO's determination of the Energy Savings Guarantee is not in error or is in error in the ESCO's favor, the Owner shall pay for the entire cost of the audit. In any case, the calculation of energy savings shall be changed to reflect the findings of the audit, and the calculations of savings relating to the Energy Savings Guarantee will be modified to reflect such.

SECTION 6. PERMITS AND APPROVALS; COORDINATION

Section 6.1. Permits and Approvals. ESCO shall be responsible for timely obtaining all necessary installation/building permits. The Owner shall use its reasonable efforts to assist ESCO in obtaining all necessary installation/building permits (operating permits are the responsibility of the Owner) and approvals for installation of the Equipment. The Equipment and the installation and operation of the Equipment by ESCO shall at all times conform to all federal, state and local code requirements. ESCO shall furnish copies of each permit or license, which is required of it to perform the work, to the Owner before ESCO commences the portion of the work requiring such permit or license.

ESCO shall pay for plumbing and electrical permits required by the authority having jurisdiction. ESCO shall be reimbursed within the GMIC for all licenses and permits, fees and charges for connections to outside services and for the use of municipal or private property for storage of materials, parking, utility services, temporary obstructions, enclosures, opening and patching of streets, etc., arising from the construction and completion of the installation and maintenance of the Equipment contemplated by this Contract, and as agreed to by ESCO and the Owner.

Section 6.2. Coordination During Installation. Owner and ESCO shall cooperate to coordinate the activities of ESCO's equipment installers with the employees and agents of the

Owner. ESCO shall make reasonable attempts to minimize disruptions to Owner operations. Efforts to accommodate this shall include night and weekend work. ESCO shall not commit or permit any act that will materially interfere with the performance of business activities conducted by the Owner or its employees, agents or contractors without prior written approval. The Owner shall not permit any act that will interfere with the ESCO'S ability to perform the work in a workmanlike manner. The Owner shall assign/designate a representative to be the point-of-contact for ESCO. The Owner hereby designates **Mike Rizzitiello** as the representative (the "Representative"). The Representative shall have the necessary authorization to authorize ESCO to implement the work associated with this Contract. Responsibilities of the Representative shall include, but are not limited to, reviewing and approving the project schedule, design drawings and specifications, receipt and review and approval/disapproval of ESCO invoices, contract amendments and Certificates of Acceptance.

SECTION 7. LOCATION AND ACCESS

Subject to Section 6.2 (**Coordination During Installation**) and Section 18 (**Property/Casualty/Insurance; Indemnification**), the Owner shall provide sufficient space on the Premises for the installation and operation of the Equipment. ESCO is responsible for providing secure storage for the Equipment, tools and supplies in the space provided. The Owner shall provide reasonable access to the Premises for ESCO to perform any function related to this Contract during regular business hours, or such other reasonable hours as may be requested by ESCO and acceptable. The Owner shall not unreasonably restrict ESCO's access to Premises to make emergency repairs as ESCO may determine are needed.

SECTION 8. PERFORMANCE BY ESCO

ESCO shall perform all tasks/phases under the Contract, including construction, and shall install the Equipment in such a manner so as not to harm the structural integrity of the buildings or their operating systems and so as to conform to the standards set forth in Schedule H (**Standards of Comfort**) and the construction schedule specified in Schedule F (**Construction and Installation Schedule**). ESCO shall repair and restore to its original condition, as it existed immediately prior to damage, any area of damage caused by ESCO's performance under this Contract. The Owner reserves the right, but is not obligated, to review the work performed by ESCO, relative to accepted industry codes and standards, and to work with ESCO to take certain corrective action if, in the collective decision between the Owner and ESCO, the structural integrity of the Premises or its operating system is or will be harmed and is substantiated and quantifiable.

ESCO shall remain responsible for the professional and technical accuracy of all services performed, whether by ESCO, or its subcontractors or others on its behalf, throughout the term of this Contract, and all such services shall meet, at a minimum, all applicable industry standards and codes. The Owner's or the Representative's approval of the project schedule, design drawings and specifications, ESCO invoices, contract amendments, Certificates of Acceptance, or other similar documents shall not constitute a waiver of any rights or claims which the Owner may have under this Contract including, without limitation, any claim for failure of such documents, or any part thereof, to comply with this Contract, applicable governmental requirements or for failure of such

documents, or any part thereof, to conform with any other part of the documents, any of which failure shall be corrected by ESCO.

SECTION 9. CONSTRUCTION SCHEDULE AND EQUIPMENT INSTALLATION; APPROVAL

Section 9.1. Construction Schedule. Construction and equipment installation shall proceed in accordance with the construction schedule approved by the Owner and attached hereto as Schedule F (**Construction and Installation Schedule**).

Section 9.2. Systems Startup and Equipment Commissioning. ESCO shall conduct a thorough and systematic performance test of the installed Equipment in accordance with the procedures to be provided during the construction period as noted in Schedule G (**Systems Start-Up and Commissioning**) and prior to final acceptance by the Owner. ESCO shall be responsible for correcting and/or adjusting all deficiencies in systems and Equipment operations in a timely manner during system commissioning procedures.

Section 9.3. Inspection and Final Approval. The Owner has the right to inspect, test and approve the work conducted in the Premises during construction and operation. The Owner shall have the right to review and access to the account books, records, and other compilations of data that pertain to the performance of the provisions and requirements of this Contract. Records shall be kept on a generally recognized accounting basis, and calculations will be kept on file in legible form and retained for three (3) years after the expiration of the term of this Contract and any renewals relevant thereto.

SECTION 10. STANDARDS OF COMFORT

The standards set forth in Schedule H (**Standards of Comfort**) are guidelines used to evaluate the FIMs in this program. It is understood that existing and installed equipment may not allow for exact times and temperatures to be met, but every effort will be made to meet such standards as the Guaranteed Maximum Implementation Cost, equipment and project design allow. The Owner also retains the right to make further control and schedule adjustments beyond the standards listed in Schedule H, only in an effort to provide further energy savings. In the case where this produces a Material Change per section 15, the Owner will inform the ESCO in writing of the specific changes and/or adjustments, wherein the ESCO will adjust the baseline and Energy Savings Guarantee, as necessary. All costs associated with the changes and/or adjustments are the sole responsibility of the Owner.

SECTION 11. WARRANTIES AND COMPATIBILITY

Manufacturer's Warranties: ESCO covenants and agrees that the Equipment, installed pursuant to this Contract is or will be new, in good and proper working condition, and covered by applicable manufacturers' warranties covering all parts and equipment performance. Demonstrators, previously rented, refurbished, or reconditioned items are not considered "new" except as specifically provided in this section. "New" means items that have not been used previously and that are being actively marketed by the manufacturer. Equipment may contain new or minimal amounts of recycled or recovered parts that have been reprocessed to meet the manufacturer's new product standards. Equipment must have the Owner as its first customer and

must not have been previously sold, installed, demonstrated, or used in any manner (such as rentals, demonstrators or trial units). Equipment offered must be provided with a full, unadulterated, and undiminished new item warranty against defects in workmanship and materials. The warranty is to include replacement, repair, and any labor for the warranty period. ESCO further agrees: to deliver to the Owner for inspection and approval all such written warranties, which shall be attached and set forth as Exhibit III (**Equipment Warranties**); to transfer warranties to the Owner; to assist the Owner to pursue the Owner's rights and remedies against the manufacturer of the Equipment under the warranties in the event of equipment malfunction or improper or defective function, and defects in parts, workmanship and performance; and to notify the Owner whenever defects in equipment parts or performance occur or when warranty rights and remedies are recommended by ESCO. Owner's recourse for equipment warranty issues will be through the manufacturer that issued the warranty.

ESCO warranty: ESCO warrants that its Work shall be free from defects in workmanship arising from normal usage for a period of one year from the date of Owner's beneficial use, or date of Substantial Completion, whichever is earlier.

THESE WARRANTIES ARE IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THOSE OF MERCHANTABILITY AND FITNESS FOR A SPECIFIC PURPOSE.

SECTION 12. TRAINING BY ESCO

ESCO shall conduct the training program described in Schedule K (**ESCO's Training Responsibilities**). ESCO shall provide additional ongoing training when requested by Owner with respect to updated or altered Equipment, including upgraded software, and including newly hired personnel. The cost of additional training shall be borne by the Owner.

SECTION 13. EQUIPMENT SERVICE

Section 13.1. Actions by ESCO. ESCO shall provide all pre-Acceptance repairs to the Equipment installed under terms of this Contract pursuant to Schedule I (**ESCO's Maintenance Responsibilities**). ESCO shall provide service and adjustments to the Equipment installed under the terms of this Contract through the date of Commissioning of a specific Group of work. The Owner shall incur no cost above the GMIC for Equipment service, repairs, and adjustments for equipment and services on Schedule I, provided, however, that when the need for maintenance or repairs arises due to vandalism, acts of God or to the negligence or willful misconduct of the Owner or any employee or other agent of the Owner, ESCO may charge for the actual cost of the maintenance or repair insofar as such cost is not covered by any warranty or insurance proceeds. The Owner shall bear all maintenance responsibility for equipment and/or components of a system that were not installed, replaced or refurbished by the ESCO.

Section 13.2. Malfunctions and Emergencies. The Owner shall notify ESCO or its designee(s) in writing within twenty-four (24) hours after actual knowledge of the occurrence of: (i) any malfunction in the operation of the Equipment or any preexisting energy related equipment that might materially impact upon the Guaranteed Energy Savings, (ii) any prolonged interruption

or material alteration to the energy supply to the Premises, or (iii) any material alteration or modification in any energy-related equipment or its operation.

Where the ESCO has been contacted and is not available and the Owner exercises due diligence in attempting to assess the existence of a malfunction, interruption, or alteration it shall be deemed not at fault in failing to correctly identify such conditions as having a material impact upon the Guaranteed Energy Savings. The Owner shall notify ESCO in writing within twenty-four (24) hours of actual knowledge of any emergency condition affecting the Equipment. ESCO, or its designee(s), shall respond within twenty-four (24) hours and shall promptly proceed with corrective measures. Any confirmed telephonic notice of such conditions shall be followed within three (3) business days by written or electronic notice to ESCO. If the Owner unreasonably delays in notifying ESCO of a malfunction or emergency, and the malfunction or emergency is not otherwise corrected or remedied, such conditions will be treated as a Material Change and the applicable provisions of Section 15 (**Material Changes**) shall be applied.

ESCO will provide the Owner a written record of all service work performed. This record will indicate the reason for the service, description of the problem and the corrective action performed.

Section 13.3. Actions by Owner. Except as set forth in Schedule J (**the Owner's Maintenance Responsibilities**), the Owner shall not move, remove, modify, alter, or change in any way the Equipment or any part thereof in a manner that will harm the energy efficiency of the Equipment, or the Equipment's sequence of operation, or harm its ability to comply with the Standards of Comfort without the prior written approval of ESCO, which shall not be unreasonably withheld, conditioned or delayed except as set forth in Section 10 (Standards of Comfort). Notwithstanding the foregoing, the Owner may take reasonable steps to protect the Equipment if, due to an emergency, it is not possible or reasonable to notify ESCO before taking any such actions. In the event of such an emergency, the Owner shall take reasonable steps to protect the Equipment from damage or injury and shall follow written instructions for emergency action provided in advance by ESCO. Owner agrees to maintain the Premises in good repair and to protect and preserve all portions thereof, which may in any way affect the operation or maintenance of the Equipment. In the event Owner fails or elects not to maintain, preserve or protect the Premises, the affect shall be that Projected Energy Savings may be used for that portion of the Premises adversely affected.

SECTION 14. UPGRADING OR ALTERING THE EQUIPMENT

ESCO shall at all times have the right, subject to the Owner's prior written approval, which approval shall not be unreasonably withheld, to change the Equipment, revise any procedures for the operation of the Equipment or implement other energy saving actions in the Premises, provided that:

- A. ESCO complies with the standards of comfort and services set forth in Schedule H (**Standards of Comfort**) herein;
- B. such modifications or additions to, or replacement of the Equipment, and any operational changes, or new Equipment, FIMs or procedures are necessary to enable

ESCO to achieve the energy savings at the Premises, which shall not increase the GMIC, and;

C. All modifications, additions or replacements of the Equipment or revisions to operating or other procedures shall be described in a supplemental Schedule(s) to be provided to the Owner for approval, which shall not be unreasonably withheld, provided that any replacement of the Equipment shall comply with Section 11 (provided that the warranty shall extend for one [1] year from the date of installation) and have equal or better potential to reduce energy consumption at the Premises than the Equipment being replaced. The Owner may elect, at a negotiated rate, to have the ESCO update any and all software to be used in connection with the Equipment in accordance with the provisions of Section 19.1 (**Ownership of Certain Proprietary Rights**). All replacements of and alterations or additions to the Equipment shall become part of the Equipment described in Schedule A (**General Description of Project Scope**) and shall be covered by the provisions and terms of Section 9 (**Construction Schedule and Equipment Installation; Approval**).

SECTION 15. MATERIAL CHANGES

Section 15.1. Material Change Defined. A Material Change shall include any change in or to the Premises, whether structural, operational or otherwise that reasonably could be expected to increase or decrease annual energy consumption to a degree that it would affect the Energy Savings Guarantee, in accordance with the provisions and procedures set forth in Schedule D (**Baseline Energy Consumption**), Schedule E (**Savings Measurement & Calculation Formulae; Methodology to Adjust Baseline**) and Schedule B (**Energy Savings Guarantee and Projected 25 Year Cost Avoided Energy Savings**).

During the Guarantee Period, when the effect on energy savings cannot be accurately determined due to changes that may be Material Changes, Projected Energy Savings for that portion of the Premises undergoing change will be used to determine the actual savings and until the effect of the change can be determined by ESCO.

Section 15.2. Reported Material Changes; Notice by the Owner. The Owner shall use reasonable efforts to deliver to ESCO a written notice describing all actual or proposed anticipated Material Changes in the Premises or in the operations of the Premises at least thirty (30) days before any actual or proposed anticipated Material Change is implemented or as soon as is practicable after an emergency or other planned or unplanned event. Written notice to ESCO of changes that result because of an emergency or other situation that precludes advance notification and that are likely to be Material Changes shall be deemed sufficient if given within forty-eight (48) hours after actual knowledge that the event constituting the likely Material Change occurred or was discovered.

If the Owner elects not to use the Projected Energy Savings applying to the portion of the Premises adversely affected by the Material Change, ESCO has the right to charge for work required to assess the effect on energy savings for any Material Changes, including but not limited to building additions, new buildings (if not separately metered or otherwise distinguishable from the Energy Savings Guarantee), and new or changed HVAC equipment that requires more than sixteen (16) total hours per year to be spent in calculating their effect on the energy savings. Such

hours will be billed at ESCO's then current engineering rates. Before initiating such work, ESCO will notify the Owner in writing of the intent and relevant scope of the work. The Owner, within forty-five (45) days thereafter, shall notify ESCO in writing with permission to proceed at current rates or, alternatively and at no charge, stipulating that the Projected Energy Savings for the portion of the Premises in question shall be used as the actual achieved savings for the purpose of meeting the Energy Savings Guarantee. If ESCO does not receive written notice within the required forty-five (45) days, the Projected Energy Savings for the portion of the Premises in question from the date the Material Change begins will be used in the calculation of energy savings until such time that ESCO approves the work, as long as the scope of work has not changed. Such work is in addition to the work performed under the Guaranteed Maximum Implementation Cost.

If required notice of Material Changes is not given or if the Owner fails to supply ESCO with copies of its applicable monthly utility bills and/or data within the timeframe established, energy savings calculated for the period will be equal to the Projected Energy Savings for the period at the portion of the Premises affected by such oversight. If information or utility bills for the period in question are supplied at a later date other than is permitted, the energy savings calculated for the period will be modified only if such calculated energy savings for the period exceeds the Projected Energy Savings for that period of time.

SECTION 16. REPRESENTATIONS AND WARRANTIES

Each party warrants and represents to the other that:

A. it has all requisite power, authority, licenses, permits, and franchises, corporate or otherwise, to execute and deliver this Contract and perform its obligations hereunder;

B. its execution, delivery, and performance of this Contract have been duly authorized by, or are in accordance with, its organic instruments, and this Contract has been duly executed and delivered for it by the signatories so authorized, and it constitutes its legal, valid, and binding obligation;

C. its execution, delivery, and performance of this Contract will not breach or violate, or constitute a default under any contract, lease or instrument to which it is a party or by which it or its properties may be bound or affected; or

D. it has not received any notice, nor to the best of its knowledge is there pending or threatened any notice, of any violation of any applicable laws, ordinances, regulations, rules, decrees, awards, permits or orders which would materially and adversely affect its ability to perform hereunder.

SECTION 17. ADDITIONAL REPRESENTATIONS OF THE PARTIES

Section 17.1. By Owner. The Owner, as applicable, hereby warrants and represent as follows:

A. Owner shall adhere to, follow and implement the energy conservation procedures and methods of operation to be set forth on Schedule J (**the Owner's Maintenance Responsibilities**), to be attached hereto and made a part hereof.

B. During the Guarantee Period, ESCO shall have the right, with prior notice and without undue interference with the Owner's use and operation of the Premises, to inspect Premises to determine if Owner is complying, and shall have complied with the obligations in subsection (i) above. For the purpose of determining said compliance, the checklist to be set forth at Schedule J (**the Owner's Maintenance Responsibilities**) as completed and recorded by ESCO during its inspections, shall be used to measure and record said compliance. Owner shall make the Premises available to ESCO for and during each inspection, and shall have the right to witness each inspection.

Section 17.2 By Owner. Owner further provides:

A. That to the best of its knowledge it has not entered into any undisclosed leases or contracts with other persons or entities regarding the leasing of energy efficiency equipment or the provision of energy management services for the Premises or with regard to servicing any of the energy related equipment located in the Premises that is of an equivalent nature to the equipment and services contemplated by Appendix A. Comparable Pre-existing Service Agreements are listed in Schedule L (**Pre-existing Service Agreements**). During the term of the Energy Savings Guarantee and provided that ESCO is not in default of this Contract, the Owner shall provide ESCO with copies of any successor or additional leases of energy efficiency equipment and contracts for management or servicing of preexisting equipment at Premises that may be executed from time to time hereafter within sixty (60) days after execution thereof.

B. That to best of its knowledge, it has set out current and known capital projects for the Premises, as of the date of this Agreement, in Schedule M (**Current and Known Capital Projects at the Premises**).

Section 17.3. By ESCO. ESCO hereby warrants, represents and promises that:

A. before commencing performance of this Contract:

(1) it shall have become licensed and otherwise permitted to do business in the state where the work is performed.

(2) it shall have provided proof and documentation of required insurance pursuant to Section 18 (**Insurance Requirements**); all applicable certificates of insurance shall be provided on an annual basis; and

(3) it shall submit a properly executed Contractor's Affidavit Concerning Taxes.

B. it shall use qualified subcontractors and delegees, licensed and bonded in this state to perform the work so subcontracted or delegated pursuant to the terms hereof;

C. it is a business in good standing and is financially solvent, able to pay its debts as they mature and possessed of sufficient working capital to complete and perform its obligations under this Contract; and

D. it acknowledges that the Owner has relied on its experience and technical management capabilities to identify, evaluate and recommend the FIMs that are the subject of and to be installed pursuant to this Contract, and it is qualified and possessed of the technical expertise to perform the audit and install the FIMs to the best professional standards as accepted within the industry.

SECTION 18. PROPERTY/CASUALTY/INSURANCE; INDEMNIFICATION

Section 18.1. General. ESCO shall maintain through the term of this Contract the insurance coverage, outlined below, and all such other insurance as required by applicable law. Within ten (10) days of execution of this Contract, ESCO shall provide evidence of coverage to the Owner and shall update such evidence on an annual basis via a Certificate of Insurance or endorsement, as required by the Owner.

Section 18.2. Workers' Compensation / Employers Liability. Workers' Compensation/ Employers Liability for states in which ESCO is not a qualified self-insured. Limits as follows:

A. Workers' Compensation – Statutory

B. Employers Liability

- * Bodily Injury by accident \$1,000,000 each accident
- * Bodily Injury by disease \$1,000,000 each employee
- * Bodily Injury by disease \$1,000,000 policy limit

Section 18.3. Commercial General Liability. Commercial General Liability insurance with limits of:

- * \$1,000,000 per occurrence for Bodily Injury and Property Damage
- * \$2,000,000 General Aggregate – other than Products/Completed Operations
- * \$1,000,000 Products/Completed Operations Aggregate
- * \$1,000,000 Personal & Advertising Injury

Coverage is to be written on an Occurrence form. Coverage is to be issued as on ISO form CG 2010 (10/01), without endorsements that limit the policy terms with respect to: (i) the definition of an Insured Contract, (ii) provisions for severability of interest, (iii) explosion, collapse, underground hazard.

Section 18.4. Auto Liability. Auto Liability insurance for owned, hired and non-owned vehicles with limits of \$1,000,000 per accident. Coverage is to be written on an Occurrence form.

Section 18.5. Professional Liability. Professional Liability insurance with limits of:

- A. \$1,000,000 per occurrence
- B. \$2,000,000 aggregate

Coverage is to be written on a Claims-made form.

Section 18.6. Excess Liability. Excess Liability insurance. Limits as follows:

- A. \$1,000,000 each occurrence
- B. \$1,000,000 aggregate

Coverage is to be written on an Occurrence form. Coverage terms and limits to apply in excess of the per occurrence and/or aggregate limits provided for Commercial General Liability, Auto Liability and Professional Liability. Coverage terms and limits to also apply in excess of those required for Employers Liability.

Section 18.7. Endorsements. Policy Endorsements.

A. The insurance specified shall contain waivers of subrogation rights against the Owner and its agents, officers, directors and employees for recovery of damages to the extent such damages are covered by the required policies.

B. The insurance provided for above shall:

(1) for Commercial General Liability and Auto Liability, include the Owner as an additional insured with respect to work performed and services provided under this Contract and any "other insurance" provisions contained in any policy including the Owner as an additional insured shall not apply,

(2) provide that the insurance is primary coverage with respect to all insured and shall not be considered contributory insurance with any insurance policies of the customer, and

(3) require thirty (30) days' written notice to the Owner, by first class mail, prior to any cancellation of, or refusal to renew the policy. ESCO shall provide thirty (30) days written notice to the Owner of a material change to the policy.

Section 18.8. Good Standing. Any insurance, or additional insurance required under this Section 18, shall be covered by an insurance policy with an insurer licensed and in good standing to do business in the state where the work is performed.

Section 18.9. Waiver. ESCO waives all rights against the Owner and its agents, agencies, officers, directors and employees for recovery of damages to the extent these damages are covered by the required policies. Policies may contain deductibles but such deductibles shall not be reduced from any damages due to Owner.

Section 18.10. No Representation. By requiring insurance herein, the ESCO does not represent that coverage and limits will necessarily be adequate to cover all potential damages.

Section 18.11. ESCO Responsibility. To the extent where such damage or injury occurs as a result of ESCO's negligent acts or omissions under this Contract, ESCO shall be responsible for (i) any damage to the Equipment and (ii) any bodily injury, personal injury and tangible property damage, but only if such damage is not covered by insurance required to be maintained by ESCO.

Section 18.12. Indemnification. ESCO agrees to indemnify and hold the Owner and its officers, agents, and employees ("Indemnitees") harmless from any and all claims, demands, losses, liabilities, damages, and court awards (including costs, expenses, and attorney fees) to third parties for personal injury or death or physical damage to tangible property, arising from, resulting from, or connected with the services and work performed and equipment installed under this Contract by ESCO, its agents, employees, invitees, guests and subcontractors and subconsultants of any tier, subject to the limitations provided in this Contract, but only to the extent of the fault of ESCO.

ESCO's duty to indemnify Indemnities shall not apply to liability for damages arising out of bodily injury to persons or damage to property caused by or resulting from the negligence of Owner, its agents or employees or invitees, or guests, or subcontractors or sub consultants of any tier.

ESCO specifically and expressly waives any immunity that may be granted it under any worker's compensation act. Further, this indemnification obligation shall not be limited in any way by any limitation on the amount or type of damages, compensation, or benefits payable to or for any third party under worker's compensation acts, disability benefits acts, or other employee benefits acts; PROVIDED ESCO's waiver of immunity by the provisions of this paragraph extends only to claims against ESCO by Indemnitees, it does not include, or extend to, any claims by ESCO's employees directly against ESCO. This Section 18.12 shall survive termination of this Contract.

SECTION 19. OWNERSHIP

Section 19.1. Ownership of Design Documents and Certain Proprietary Property Rights. All drawings, reports and materials prepared by ESCO specifically in performance of this Contract (Contract Documents) shall become the property of the Owner. Owner shall be the sole and exclusive owner of the Contract Documents and all revisions, editions and versions thereof made by other than ESCO. Re-use or modification of the Contract Documents for purposes other than originally intended and without ESCO's written permission shall be at the Owner's sole risk. Owner agrees to indemnify and hold ESCO harmless from all claims damages and expenses, including attorneys' fees, arising of such re-use or modification by Owner. ESCO shall retain ownership of all underlying designs, calculations, formulas, patterns, secret inventions or processes, or other intellectual or proprietary rights (collectively "instruments of ESCO's professional services") that are or may be used in the production of Contract Documents. Contract Documents shall be delivered to the Owner by ESCO no later than ninety (90) days after the Commencement Date. If available, such drawings, reports and materials shall be delivered in electronic form, however ESCO will not modify these documents to represent as-built conditions unless specifically contracted to do so. The Owner shall grant to ESCO a perpetual, irrevocable, non-exclusive royalty free license to use all Contract Documents.

Section 19.2. Ownership of Existing Equipment. Any equipment and materials removed from the Premises as a result of this Contract shall become the property of the ESCO unless the Owner specifically requests to retain ownership of specific equipment and materials. Such requests shall be made by Owner in writing prior to the execution of this Contract. It is understood and agreed to by both Parties that Owner shall be responsible for and designate the storage location for any equipment and materials that should not be disposed of off-site. ESCO shall be responsible for the disposal of all non-hazardous equipment and materials related to the work designated as disposable off-site in accordance with all applicable laws and regulations regarding such disposal.

Section 19.3 Ownership of Equipment. Title to Equipment installed under this Contract shall pass to the Owner upon installation and when full payment is received for such Equipment.

SECTION 20. EVENTS OF DEFAULT

Section 20.1. Events of Default by the Owner. Each of the following events or conditions shall constitute an "Event of Default" by the Owner:

A. any failure by the Owner to pay ESCO any sum due for service and maintenance within thirty (30) days of written notification by ESCO that the Owner is delinquent in making payment and provided that Owner has not declared ESCO in default in its performance under the terms of this Contract;

B. any other material failure by Owner to perform or comply with the terms and conditions of this Contract, including breach of any covenant contained herein, provided that such failure continues for thirty (30) days after notice demanding that such failures to perform be cured or if such cure cannot be effected in thirty (30) days, the Owner, shall be deemed to have cured default upon the commencement of a cure within thirty (30) days and diligent subsequent completion thereof; or

C. any representation or warranty furnished by the Owner in this Contract, which was false or misleading in any material respect when made.

D. If the Owner, through no fault of ESCO, causes either the professional service phases (design, construction management, etc.) or the installation phase to be unreasonably delayed, slowed, or encumbered, for reasons other than set out in Section 22, (i.e., unplanned renovation work, unplanned modernization work, etc.), and such cause is not remedied within ten (10) days after written notice from ESCO, ESCO shall be granted additional time to complete the project, and ESCO and the Owner shall negotiate additional fees, as appropriate, or ESCO may terminate this Contract upon completion of any and all phases work that are in progress at the time of the written notice from ESCO.

Section 20.2. Events of Default by ESCO. Each of the following events or conditions shall constitute an "Event of Default" by ESCO:

A. the standards of comfort and service set forth in Schedule H (**Standards of Comfort**) are not provided due to failure of ESCO to properly design, install, maintain, repair or adjust the Equipment except that such failure, if corrected or cured within thirty

(30) days after written notice to ESCO demanding that such failure be cured, shall be deemed cured for purposes of this Contract;

B. any representation or warranty furnished by ESCO in this Contract is false or misleading in any material respect when made;

C. unexcused failure to furnish and install the Equipment and make it ready for use within the time specified by this Contract as set forth in Schedules A (**General Description of Project Scope**) and F (**Construction and Installation Schedule**);

D. provided that the operation of the facility is not adversely affected and provided that the standards of comfort in Schedule H (**Standards of Comfort**) are maintained, any failure by ESCO to perform or comply with the terms and conditions of this Contract, including breach of any covenant contained herein except that such failure, if corrected or cured within thirty (30) days after written notice by the Owner to ESCO demanding that such failure to perform be cured, shall be deemed cured for purposes of this Contract, or if such cure cannot be effected in thirty (30) days, ESCO shall be deemed to have cured the default upon the commencement of a cure within thirty (30) days and diligent subsequent completion thereof;

E. the filing of a bankruptcy petition whether by ESCO or its creditors against ESCO which proceeding shall not have been dismissed within ninety (90) days of its filing, or an involuntary assignment for the benefit of all creditors or the liquidation of ESCO;

F. Any change in ownership or control of ESCO in which the transferee will not accept all rights and obligations under this Contract, unless modified and approved by the parties; or

H. Failure by ESCO to pay any material amount due the Owner or perform any material obligation under the terms of this Contract or the Energy Savings Guarantee as set forth in Schedule B, except that such failure, if corrected or cured within ninety (90) days after written notice to ESCO demanding that such failure to perform be cured, shall be deemed cured for purposes of this Contract, or if such cure, other than failure to pay the full amount owed, cannot be effected in ninety (90) days, ESCO shall be deemed to have cured the default upon the commencement of a cure within ninety (90) days and diligent subsequent completion thereof.

SECTION 21. REMEDIES UPON DEFAULT

Section 21.1. Remedies upon Default by the Owner. In the Event of Default by the Owner, ESCO may exercise any and all remedies at law or in equity, including, without limitation, seeking specific performance, and/or for the recovery of amounts due and unpaid, and/or for damages which shall include all costs and expenses reasonably incurred, including attorneys' fees. Election of one (1) remedy is not a waiver of other available remedies.

Section 21.2. Remedies upon Default by ESCO. In the Event of Default by ESCO, the Owner may exercise any and all remedies at law or in equity, including, without limitation, seeking specific performance, and/or for the recovery of amounts due and unpaid and/or for damages,

which shall include all costs and expenses reasonably incurred, including attorney's fees. Election of one (1) remedy is not a waiver of other available remedies. Without limiting the foregoing, in the event ESCO defaults in the completion of all or any portion of the acquisition, construction or installation of the Equipment, in accordance with the Schedule F (**Construction and Installation Schedule**) or the other provisions of this Contract, the Owner may (i) commence or complete all or any portion of the acquisition, construction and/or installation in any commercially reasonable manner or (ii) take all steps necessary to cause the acquisition, construction and/or installation, or applicable portion thereof, to come into compliance with Schedule F (**Construction and Installation Schedule**), including, without limitation, hiring contractors to perform overtime work and additional days of work as necessary to meet the time frames set forth therein. In such event, the Owner shall have the right to seek reimbursement from ESCO and may offset any expenses incurred against amounts due ESCO without liability for any costs incurred by ESCO, its agents, contractors, subcontractors or employees for any work performed by the Owner subsequent to the date of default, provided that the amounts are reasonable, defined as the cost of the work if performed by ESCO plus 15%.

SECTION 22. CONDITIONS BEYOND CONTROL OF THE PARTIES

If a party ("performing party") is delayed in the performance of any of its obligations under this Contract due to acts of God, fire, labor disputes, unusual delays in deliveries, unavoidable casualties, insurrections or riots, unforeseen or excessive code determinations by the authority having jurisdiction, pandemic, cyberattack, or other events beyond its control (other than the failure to pay money or the failure to perform this Contract due to the lack of money), this Contract shall at the other party's option (i) remain in effect but said performing party's obligations shall be suspended until the said events shall have ended; or, (ii) be terminated upon ten (10) days' notice to the performing party, in which event neither party shall have any further liability to the other. Understanding that no contingencies have been made for such acts, after the events have ended the parties shall enter negotiations to resolve any additional burdens arising from said acts. The time for performance, and the GMIC, in the case of ESCO, shall be equitably adjusted. This provision excludes economic hardship, and insufficiency of funds on the part of the ESCO.

SECTION 23. ASSIGNMENT

Section 23.1. Assignment by ESCO. ESCO acknowledges that the Owner is induced to enter into this Contract by, among other things, the professional qualifications of ESCO. ESCO agrees that neither this Contract nor any right or obligations hereunder may be assigned in whole or in part to another firm, except for an affiliate of ESCO, without the prior written approval of the Owner. Notwithstanding the provisions of this paragraph, ESCO shall remain jointly and severally liable with its assignees(s), or transferee(s) for all of its obligations under this Contract unless otherwise agreed to in writing by the Owner.

Section 23.2. Assignment by Owner. The Owner may transfer or assign this Contract and its rights and obligations herein to a successor or purchaser of all or any portion of the Premises subject to this Contract or an interest therein.

SECTION 24. DISPUTES & DAMAGES

Section 24.1. Generally. In case of dispute between the Parties, the Parties will attempt to negotiate a resolution. If a dispute remains unresolved more than thirty (30) calendar days after the commencement of negotiation, then the Parties shall pursue mediation. If any dispute remains unresolved more than sixty (60) calendar days after the commencement of mediation, then either Party may commence binding arbitration. No litigation will be commenced by either Party unless all of the foregoing steps have been pursued to completion, if and to the fullest extent allowed by law.

Section 24.2. Arbitration. All claims and disputes between ESCO and the Owner arising out of, or relating to, this Contract, the breach thereof, or the work or services hereunder, shall be decided by arbitration in accordance with the Construction Industry Arbitration Rules of the American Arbitration Association. The prevailing party in any such arbitration shall be awarded its reasonable attorneys' fees and costs, including expert witness expenses. The venue for any arbitration to enforce the provisions of this Contract shall be brought in the county where the work is performed.

Section 24.3. Consolidation and Joinder. An arbitration pursuant through this provision may be joined with an arbitration involving the Owner, ESCO, their consultants, design professionals, other contractors, subcontractors, or material or equipment suppliers. The Owner's and ESCO's contracts with other contractors, subcontractors, design professionals, consultants, and material and equipment suppliers shall require such joinder.

Section 24.4. Mediation. As a condition precedent to the hearing of any arbitration, ESCO and the Owner shall submit any and all disputes between them to non-binding mediation with the assistance of an experienced mediator. The parties shall each designate a representative with full settlement authority who will participate in the mediation, provided however that any settlement that requires approval of the Owner's governing body under its policies, shall be made subject to such approval, which the Owner shall seek to obtain at the soonest available meeting of the Owner's governing body. The parties shall bear equally all expenses, exclusive of attorneys' fees, associated with the mediation. The venue for any mediation to enforce the provisions of this Contract shall be brought the county where the work is performed.

Section 24.5. Waiver and Release of Liability for Consequential Damages. NEITHER PARTY SHALL BE LIABLE TO THE OTHER PARTY FOR ANY CONSEQUENTIAL, INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY, OR SIMILAR, DAMAGES OR LOSSES, INCLUDING LOSS OF PROFITS, ARISING OUT OF OR RELATING TO THIS AGREEMENT, WHETHER BASED IN CONTRACT OR TORT OR ANY OTHER THEORY, EVEN IF A PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

SECTION 25. MISCELLANEOUS PROVISIONS

Section 25.1 Nonappropriation of Funds. It is understood and agreed that if the Owner is a government entity then this Contract shall in no way or manner be construed so as to bind or obligate either beyond the term of any particular appropriation of funds by the State's Legislature as may exist from time to time. Notwithstanding any provision in this Contract to the contrary, the Owner reserves the right to terminate this Contract in whole or in part if, in its judgment, the Legislature fails, neglects, or refuses to appropriate sufficient funds as may be required for the

Owner to continue any payments required under this Contract. All affected future rights and liabilities of the parties hereto shall thereupon cease within thirty (30) days after notice to ESCO. The Owner shall remain liable for all of its rights and liabilities that have accrued prior to the expiration of the thirty (30) day period.

Section 25.2. Waiver of Claims/Liens. ESCO shall obtain and furnish, to the Owner, a Waiver of Claims or Liens from each vendor, material manufacturer and laborer in the supply, installation and servicing (pre-acceptance only) of each piece of Equipment.

Section 25.3. Compliance with Law and Standard Practices. ESCO shall perform its obligations hereunder in compliance with any and all applicable federal, state, and local laws, rules, and regulations, in accordance with sound engineering and safety practices and in compliance with any and all rules and policies of Owner relative to the Premises. ESCO shall be responsible for obtaining all governmental permits, consents, and authorizations as may be required to perform its obligations hereunder. Failure in this Contract to specifically identify any applicable law does not affect its applicability.

Section 25.4. Independent Capacity of the Contractor. It is distinctly and particularly understood and agreed between the parties hereto that the Owner is in no way associated with the employment of labor or the incurring of expenses by ESCO. Said ESCO is an independent contractor in the performance of each and every part of this Contract, and solely and personally liable for all labor and related expenses.

Section 25.5. Severability. In the event that any clause or provision of this Contract or any part thereof shall be declared invalid, void, or unenforceable by any court having jurisdiction, such invalidity shall not affect the validity or enforceability of the remaining portions of this Contract unless the result would be manifestly inequitable or unconscionable.

Section 25.6. Complete Contract. This Contract, when executed, together with all Schedules, Exhibits and Appendices attached hereto or to be attached hereto, as provided for by this Contract shall constitute the entire Contract between both parties and this Contract may not be amended, modified, or terminated except by a written amendment signed by the parties hereto.

Section 25.7. Further Documents. The parties shall execute and deliver all documents and perform all further acts that may be reasonably necessary to effectuate the provisions of this Contract.

Section 25.8. Applicable Law. This Contract shall be construed in accordance with, and governed by the laws of the state where the work is performed. Venue shall be in the county where the work is performed.

Section 25.9. Notice. All notices to McKinstry shall be written, shall be sent via certified mail or a national courier service or personally delivered, shall consist of one original to Attn: General Counsel, McKinstry, 5005 3rd Ave. S., Seattle, WA 98134, and one original to the primary McKinstry contact for the Work, and shall be deemed delivered when received by the General Counsel.

Section 25.10. Headings. Headings and subtitles used throughout this Contract are for the purpose of convenience only.

Section 25.11. Hazardous Materials. Notwithstanding anything to the in this Contract, ESCO shall not provide any services, or incur any liability, related to asbestos or lead based paint or any other kind of hazardous material, including directly or indirectly performing or arranging for the detection, testing, handling, storage, removal, treatment, transportation, disposal, monitoring, abatement or remediation of any contamination at any site at which Work is performed and any soil or groundwater at the site by petroleum or petroleum products, asbestos, PCBs or hazardous, toxic, radioactive or infections substances, including any substances regulated under RCRA, CERCLA or any other federal, state or local environmental laws, regulations, statutes, rules, standards or ordinances including without limitation ionization smoke detectors, ballasts, mercury bulb thermostats, used oil, contaminated filters, contaminated absorbents and refrigerants. In the event ESCO encounters any such materials, ESCO shall immediately notify the Owner and stop work pending further direction from the Owner. The Owner may, in its sole discretion, suspend work on the project pending removal by the Owner of such materials at the Owner's sole cost and expense or terminate this Contract. If the Owner terminates the Contract, all affected future rights and liabilities of the parties hereto shall thereupon cease within thirty (30) days after notice to ESCO. The Owner shall remain liable for all of its rights and liabilities that have accrued prior to the expiration of the thirty (30) day period. The GMIC shall be equitably adjusted and the time for ESCO to perform shall be extended based on impacts associated with such materials and substances.

Section 25.12. Public Works Contractor's State License Law. ESCO and its subcontractors and sub-subcontractors shall comply with all laws, government regulations, and orders, and all provisions of this Contract.

Section 25.13. Architects or Engineers. If required by the Authority having jurisdiction, construction work done under this Contract must have plans and specifications approved by a licensed architect and/or engineer. Any plans and specifications so required and approved are incorporated herein by reference as part of this Contract.

Section 25.14. Presentations to Owner. ESCO shall make presentations as required related to this Contract to the Owner's administration and its governing board and board staff.

Section 25.15. Subcontractor Approval. The Owner retains the right to reasonably reject any ESCO-selected subcontractor prior to its commencement of work under this Contract, including ESCO divisions that are performing work, other than commissioning, in a manner similar to that of subcontractors. ESCO must submit names and qualifications of subcontractors at least two (2) weeks in advance of commencement of work and the Owner shall have five (5) days to review such qualifications and provide written notice of the rejection and reasons therefore to the ESCO. If the Owner rejects an ESCO's selected subcontractor, ESCO shall propose another to whom the Owner has no reasonable objection. If the ESCO initially selected subcontractor was reasonably capable of performing the work or services in question, the GMIC and the time for ESCO to perform shall be equitably increased or decreased by the difference, if any, occasioned by such change. The award or rejection of subcontractor bid proposals shall be based on the

ESCO's analysis and determination of the most qualified proposal response, at the sole discretion of the ESCO.

The Owner shall have the right to stipulate the use of a particular equipment vendor or subcontractor, as long as such stipulation is delivered to the ESCO in writing prior to the final acceptance of the ESP. Should an Owner stipulated equipment supplier or sub-contractor not be able to perform the scope of work or task to the satisfaction of the ESCO, the ESCO shall have the right to engage a separate vendor or sub-contractor to complete the work fourteen (14) days after written notice to the Owner has been delivered and the failure to perform persists. The time for performance, and the GMIC, shall be equitably adjusted.

Section 25.16. Bonding Requirements. Contractor shall furnish performance and payment Bonds, each in an amount equal to the Construction Cost. The Bonds shall cover completion of the physical work per the approved design, and shall not guarantee or warranty efficiency or system performance. The Bonds shall not cover any obligation of the contractor to ensure that the work as constructed will result in any particular level of energy savings. Any suit on the Bonds must be brought within the period of one (1) year after substantial completion, as defined in the contract; provided, however, that if this suit limitation is void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

Section 25.17. As-Built Drawings. Where applicable, ESCO must provide durable, reproducible record drawings from the "as-built drawings" of all existing and modified conditions associated with the project, conforming to typical engineering standards. These should include architectural, mechanical, electrical, structural, and control drawings and operating manuals and will be delivered prior to acceptance.

Section 25.18. Operation and Maintenance Manuals. Electronic Operation and maintenance manuals will be provided for the Equipment, or parts thereof installed.

Section 25.19. Continuing Activities. The Owner reserves the right to make energy and water improvements and control adjustments to the Premises and to monitor the performance of the installations independently of ESCO. Additionally, the Owner may wish to integrate other identified capital needs with ESCO projects, which may or may not contain energy and water savings opportunities. No credit will go to ESCO for these improvements, and the Owner will monitor these savings separately. The Owner will inform the ESCO in writing of the specific changes and alterations. ESCO may readjust the baselines based on the new information and in accordance with Schedule E (**Savings Measurement & Calculation Formulae; Methodology to Adjust Baseline**). This Section does not abrogate or alter ESCO's right to make baseline adjustments as set forth in Section 15 or elsewhere in this Contract.

Section 25.20. Contract Re-Negotiation. The Owner and ESCO reserve the right to renegotiate the terms of the Contract due to changes in the regulatory or utility climates or the non-discretionary use of energy or if the Owner desires to add sites in addition to those identified in the RFQ. ESCO shall consider the Owner's effort at renegotiation in good faith. This Contract, however, shall not be modified without the written agreement of the Owner and the ESCO.

Section 25.21. Officials, Agents and Employees of the Parties Not Personally Liable. It is agreed by and between the parties hereto that in no event shall any official, officer, employee or agent of Owner or ESCO, be in any way personally liable or responsible for any covenant or agreement contained in this Contract whether express or implied, nor for any statement, representation or warranty made herein or in any way connected with this Contract.

Section 25.22. Drafting Not to be Construed Against any Party. All parties acknowledge and agree that each has had a full opportunity to review and have input into this Contract and that any ambiguity found shall not be construed against any party as drafter. Reference to “year” shall mean calendar year unless a fiscal year is specified. If a fiscal year is specified that year is July 1 through the following June 30. Reference to the “Premises” shall include, as applicable and when required, only a part of the Premises involved or affected.

Section 25.23. Signature in Counterparts. This Contract may be executed in counterparts, each of which when so executed shall be deemed an original and all of which taken together shall constitute one and the same agreement.

Section 25.24. Project Implementation and “Notice to Proceed” Pending Funding. This Agreement is expressly conditional upon funding. In the event the funding mechanism is implemented, and project funding is in place and ready for expenditure, then a formal written “Notice to Proceed,” signed by the Owner’s representative shall be issued to the ESCO, which, upon receipt, shall activate all terms and conditions of this contract.

Section 25.25. Design Process. The ESCO shall be responsible for the development of the design documents to meet the identified scope of work and all applicable codes. The level of detail of the design drawings and specifications must be such to satisfy all permitting and code approvals and to adequately perform the work, as determined by the ESCO. The ESCO shall coordinate with the Owner to allow design review prior to installation of Equipment. Should the Owner direct changes to the scope of work, the project schedule and GMIC will be adjusted accordingly including professional services fees as outlined in Schedule C of this Contract.

IN WITNESS WHEREOF, and intending to be legally bound, the parties hereto subscribe their names to this Contract by their duly authorized officers on the date first above written.

MCKINSTRY ESSENTION, LLC

OWNER

By: _____

By: _____

Printed Name: _____

Printed Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

BOND COVERAGE CLARIFICATION

Contractor shall furnish performance and payment Bonds, each in an amount equal to the Construction Cost. The Bonds shall cover completion of the physical work per the approved design, and shall not guarantee or warranty efficiency or system performance. The Bonds shall not cover any obligation of the contractor to ensure that the work as constructed will result in any particular level of energy savings. Any suit on the Bonds must be brought within the period of one (1) year after substantial completion, as defined in the contract; provided, however, that if this suit limitation is void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

CONTRACTOR shall also furnish a retention bond in lieu of retainage held on respective monthly invoices.

CUSTOMER NAME: City of College Place, WA

ATTACHMENT FOR THE SPECIFIC CONTRACT TITLED: Energy Services Performance-Based Contract

Signed By Customer: _____

Printed Name: _____

Title: _____

Date: _____

Schedules:

Schedule A: General Description of Project Scope

General Purpose

This scope will install a 100 kW AC ground-mount fixed-tilt PV solar array on City owned property serving the East Side Booster Station. The PV solar array will tie into the main booster pump Automatic Transfer Switch (ATS) on the utility side.

SCOPE OF WORK INCLUDES

1. Supply and install a 100 kW AC rated PV solar array consisting of:
 - o (272) 410W JA Solar Modules
 - o Ground Mount APA Ballasted Racking System
 - o (1) 3-Phase Ground Mounted Delta Electronics 100kW Inverter
 - o (1) AC Disconnect
 - o (1) ALSO Energy Data Acquisition System (DAS) for array production
 - o Free Air to Direct Bury wiring between panels and ground mounted inverter.
 - o Wiring and conduit buried from inverter ATS exterior of the building.
 - o Revenue grade solar production meter to be installed by Pacific Power.

ASSUMPTIONS

1. Standard Pacific Power interconnection process
2. Pricing is good for 60 days. May need to re-price prior to construction utilizing project contingency.
3. All weeds, grasses, and tree branches that can affect the performance of the array will be maintained by the City of College Place.

EXCLUSIONS AND CLARIFICATIONS

4. Existing code violations
5. Concealed or unknown conditions (including environmental and archaeological conditions)
6. Hazardous site conditions and/or toxic waste removal or abatement
7. SWPPP and related reporting
8. Utility infrastructure upgrades
9. Fill material, grading and off-haul (Viewed as unnecessary)
10. All electrical work to be completed de-energized, shutdown of building main electrical feed necessary to complete scope of work.

Schedule B: Energy Savings Guarantee, Projected 3-Year Cost-Avoided Energy Savings and Measurement and Verification Term

Please refer to Section 3 of ESP, dated August 17, 2021. Excerpt of Table 3.1 (below) shows Energy Savings Guarantee. The 3-Year cost avoidance is \$ 30,948, as verified in 1-year post retrofit M&V.

Table 3.1 - Energy Savings Summary

Project	City of College Place						
Scenario	East Booster Station Solar						
Date	8/17/2021						
Facility Improvement Measures	Facility	Guarantee Multiplier for Positive Numbers *	Guarantee Multiplier for Negative Numbers *	Net Effective Guarantee Multiplier *	Electricity		Total **
					kWh	kWh (\$)	(\$)
10.01-EBS Solar	East Side Booster Station	95.0%	105.0%	95.0%	147,060	\$10,316	\$10,316
Totals ***					147,060	\$10,316	\$10,316

* The savings shown in this table are less than the calculated savings unless a guarantee multiplier of 100% is shown.

** The guarantee is based on Key Performance Indicators shown in Table 3.2. Refer to Section 3 of the ESP for the method of converting Key Performance Indicators to dollars during

*** The guarantee is based on the aggregate savings for all FIMs, not on individual FIM savings.

Confidential and Proprietary

Table 3.1 Energy Savings Summary provides the specific energy consumption savings for each Facility Improvement Measure (FIM) and the guarantee that McKinstry will provide associated with that measure. Savings calculations are based upon both baseline operating characteristics and proposed operation criteria:

- a. **Baseline:** Baseline refers to the existing operating characteristics that were used to calculate energy savings. The baseline values, including system performance and operational conditions, which were used for this project are provided in Table 3.2. In general, all parties acknowledge the baseline associated with any specific measure has been derived from the following sources:
 - i. Actual operating information gathered through field observation, measurement, micro-data loggers, and Owner's operating logbooks.
 - ii. Owner provided information concerning stipulated factors such as burn hours, occupancy, or operational expenditures.
 - iii. In some instances, a modified baseline may have been developed to address areas whereby pre-retrofit conditions do not reflect a system that is operating per current code or what the Owner may deem as normal operation.
- b. **Proposed:** The proposed operating values, including system performance and operational conditions, which were used for savings calculations are provided in Table 3.2. Systems must be operated per the proposed criteria to ensure energy savings are realized. McKinstry will provide the initial start-up, commissioning, and programming of the system to ensure the systems operate per the proposed operating criteria. The Owner acknowledges their responsibility to ensure these criteria are maintained and associated energy savings are realized. Energy Savings Guarantees are predicated based on the Owner maintaining their responsibilities as provided below in "Ongoing Owner Responsibilities" in Section 3.5 of the ESP dated August 17, 2021.

Schedule C: Compensation to ESCO, Budgeted Project Costs and ESCO Labor Rates

Table 4.1 - Budget Summary



Project: City of College Place
Scenario: East Booster Station Solar
Date: 8/16/2021

Database ID	FIM Name			Mechanical	Electrical	EMCS	Lighting	Solar Installer	Equipment	Other	Total	
48333	10.01-EBS Solar			\$ -	\$ -	\$ -	\$ -	\$ 230,321	\$ 107,177	\$ 7,963	\$ 345,461	
Total Base FIM Cost				\$ -	\$ -	\$ -	\$ -	\$ 230,321	\$ 107,177	\$ 7,963	\$ 345,461	
A. Construction Costs												
	Commissioning	Lump	\$9,300	\$ -	\$ -	\$ -	\$ -	\$ 6,200	\$ 2,885	\$ 214	\$ 9,300	
	Site Supervision	Lump	\$31,302	\$ -	\$ -	\$ -	\$ -	\$ 20,869	\$ 9,711	\$ 722	\$ 31,302	
Subtotal(FIM Cost and A.)				\$ -	\$ -	\$ -	\$ -	\$ 257,391	\$ 119,774	\$ 8,899	\$ 386,063	
	Construction Bonds	%	1.30%	\$ -	\$ -	\$ -	\$ -	\$ 3,346	\$ 1,557	\$ 116	\$ 5,019	
				Total Construction Cost							\$ 391,082	
B. Professional Services Costs												
	Audit Fee	Lump	\$0								\$ -	
	Design Fee	%	4.00%	Percent of Sub-Total Base FIM Cost and A.							\$ 15,443	
	Construction Admin Fee	%	5.00%	Percent of Sub-Total Base FIM Cost and A.							\$ 19,303	
	Overhead	%	10.00%	Percent of Sub-Total Base FIM Cost and A.							\$ 38,606	
	Profit	%	8.00%	Percent of Sub-Total Base FIM Cost and A.							\$ 30,885	
				Total Professional Services Cost							\$ 104,237	
C. Other Project Costs												
	Project Contingency	%	0.00%	Percent of Total Construction Cost							\$ -	
				Total Other Project Cost							\$ -	
D. Measurement and Verification												
	Year 1	Lump	\$2,590								\$ 2,590	
				Total Overhead Cost & Fee							\$ 2,590	
E. Total Guaranteed Construction & ESCO Services (A + B + C + D)												\$ 497,909
F. Non-Guaranteed Costs												
	Sales Tax	%	0.00%	Percent of Section E. (Excluding Contingency)							\$ -	
				Total Non-Guaranteed Cost							\$ -	
G. Total Maximum Project Cost (E + F)												\$ 497,909

- TERMS:**
Net 30 days (45 days for State Treasurer payments) from the date of invoice, monthly billings as the job progresses.
- PAYMENTS:**
At a minimum, payments will be made in the amount of 100% at the completion and implementation of any individual facility improvement measure (FIM) in the amount of that FIM as delineated in the contract. If more than one FIM is completed in a monthly period, all those FIMS will be paid.
- FINANCE CHARGES ON UNPAID BALANCES:**
Payments due and unpaid shall be subject to interest charges within 30 days (45 days for State Treasurer payments) of receipt of a properly completed invoice per RCW 39.76. Finance charges will be calculated on the un-paid balance per RCW 39.76 which specifies the interest rate shall be one percent per month but not less than one dollar per month on amounts due beyond 30 days. Interest charges will be calculated daily, compounded monthly. Charges accrue until balances are paid in full.
- CONSTRUCTION PERIOD FINANCE CHARGES:**
McKinstry may charge construction period finance charges for projects, independent of financing method, whereby the anticipated billing lags the earned schedule of values by more than 90 days. If Owner controlled schedule delays occur during the progress of the project, McKinstry may request additional finance charges be added to the project. Construction period finance will be calculated on the un-paid balance at the rate of Prime + 2% per annum. Interest charges will be calculated daily, compounded monthly. Charges accrue until balances are paid in full.
- McKinstry and the Owner will work together to minimize finance charges.
- The construction schedule has been developed based on the following assumptions:
 - Owner review of final Energy Services Proposal (ESP) 10 working days
 - McKinstry receives notice to proceed within 15 working days from the final review responses
- SUBSTANTIATION OF FINANCE CHARGE:**
McKinstry will do an accounting of finance charges progressively through the project, and at contract completion submit a change request itemizing the summary of additional costs for implementation. The contract will then be increased to reflect the same and finance charges will be paid within 30 days of the date of approved substantiation.

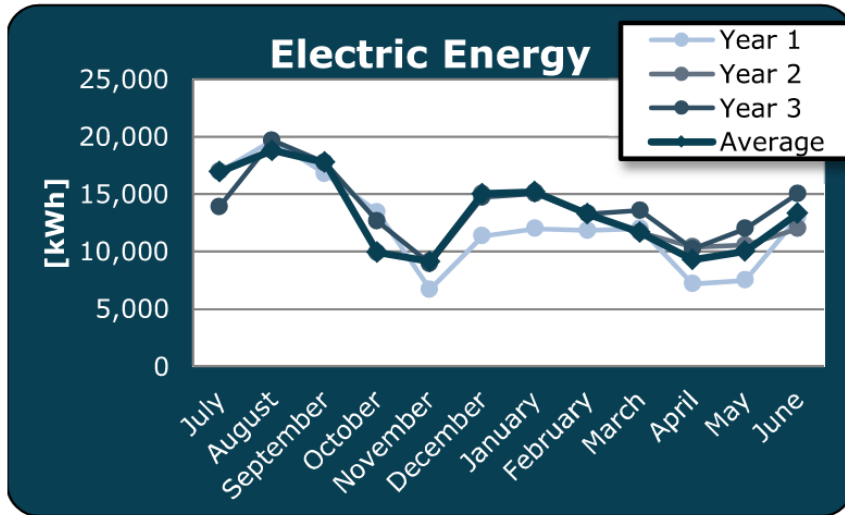
ANTICIPATED DRAW SCHEDULE

The Table Below shows the anticipated project billings. The first payment shall be equal to the amount shown as the first line item (0 days after “Notice to Proceed”) and shall be due upon issuance of the “Notice to Proceed”. This billing includes the IGA Fee, Design Fee, Bond Costs, and 10% for mobilization. All subsequent billings will reflect true progress during implementation based on percentage of completion. This schedule is based on our anticipated progress and should be considered as a guide.

Days after NTP	Payment Timing	Payment (Estimate)
0	15%	\$74,686.35
30	5%	\$24,895.45
60	5%	\$24,895.45
90	25%	\$124,477.25
120	40%	\$199,163.60
150	5%	\$24,895.45
180	5%	\$24,895.45
	Total Project Cost	\$497,909

Schedule D: Baseline Energy Consumption

Please refer to Section 5 of ESP, dated August 17, 2021. Excerpt of Utility Data Analysis (below) shows Baseline Energy Consumption.



Schedule E: Savings Measurement & Calculation Formulae; Methodology to Adjust Baseline

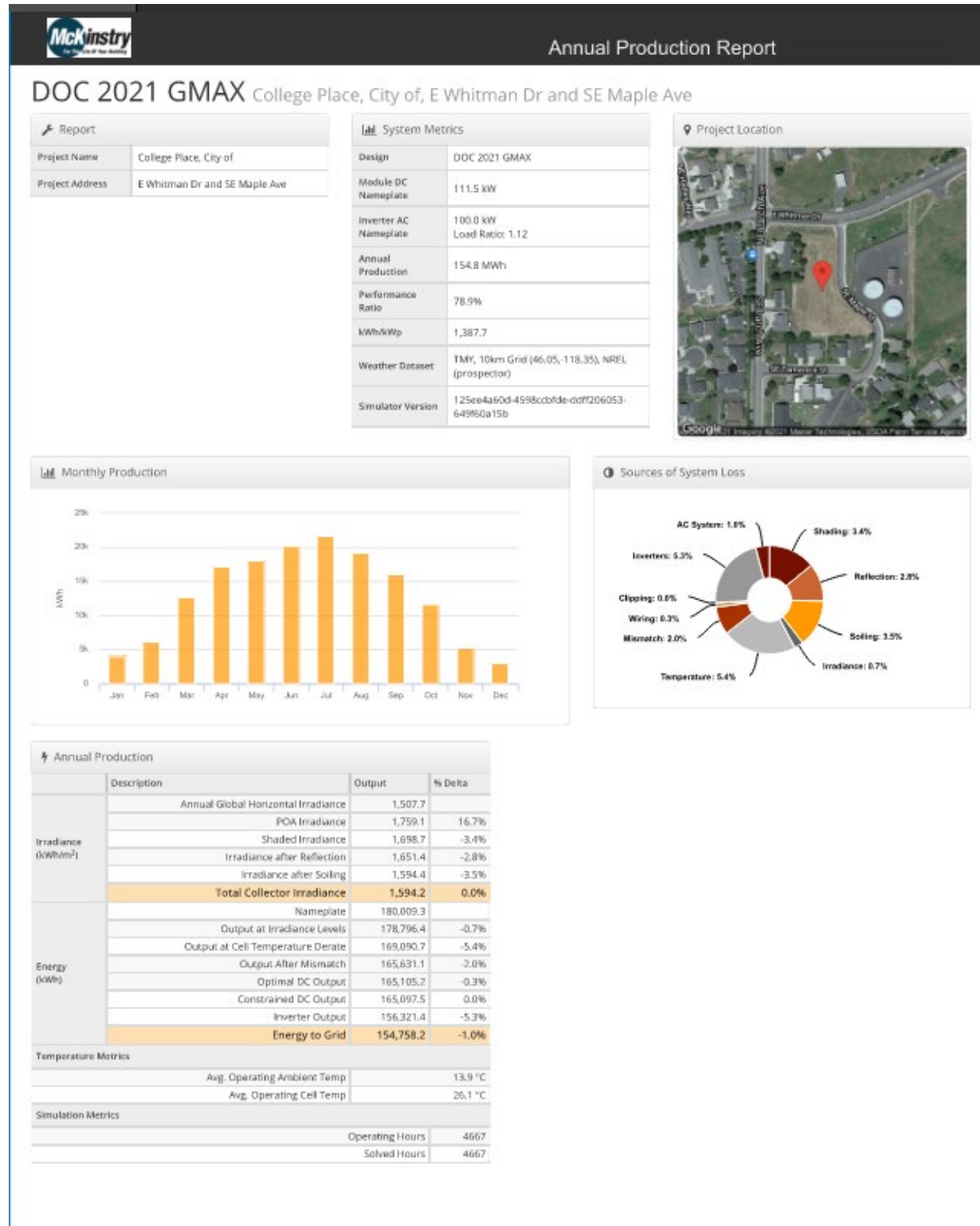
Please refer to Section 3 of ESP, dated August 17, 2021. Excerpt of Table 3.2.(below) shows Measurement & Verification Plan.

Project	City of College Place
Scenario	East Booster Station Solar
Date	8/17/2021

FIM Name	Facility	IPMVP Option	KPI	Key Performance Indicators	Baseline Values	Proposed Values	Audit Stage (Baselining)	Post Retrofit (Commissioning)	Annual	Ongoing Owner Responsibilities	Stipulated Factors
							Tasks	Tasks	Tasks		
10.01-EBS Solar	East Side Booster Station		1.	Solar Array Size	N/A	111.5 DC kW	N/A	Review equipment submittals to confirm proper system size installed.	Review net-meter outputs to determine system peak power and annual energy production. Review actual solar radiation during performance period. Adjustments to net-metering outputs may be made based on actual and stipulated solar radiation.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	Array size is based on weather, solar, and tilt being at Manufacturer's rated conditions.
			2.	Solar Array Tilt	N/A	Fixed, facing True South with a 25° tilt from vertical.	N/A	Review equipment submittals and as-built documents to confirm proper system tilt angle.	No task, array tilt assumed constant.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	
			3.	Annual Global horizontal Irradiance	1,507 kWh/m²	1,507 kWh/m²	Gather annual solar weather data for the City of College Place	Gather annual solar data. Annual kWh production may differ based on annual solar radiation.	Gather annual solar data. Annual kWh production may differ based on annual solar radiation.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	Solar radiation is stipulated and mutually agreed upon and does not change for the duration of measurement period.

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Please refer to Section 5 of ESP, dated August 17, 2021. Excerpt of Energy Savings Calculation shows Savings Methodology.





Annual Production Report

Condition Set

Description	Condition Set 1											
Weather Dataset	TMY, 10km Grid (46.05, -118.35), NREL (prospector)											
Solar Angle Location	Project Lat/Lng											
Transposition Model	Perez Model											
Temperature Model	Diffusion Model											
Temperature Model Parameters	Rack Type	U _{const}			U _{wind}							
	Fixed Tilt	20			0							
	Flush Mount	15			0							
	East-West	20			0							
	Carport	29			0							
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D
	18	10	4	1	1	1	2	3	3	2	7	20
Irradiation Variance	3.5%											
Cell Temperature Spread	3° C											
Module Binning Range	0% to 2.5%											
AC System Derate	1.00%											
Module Characterizations	Module	Uploaded By		Characterization								
	JAM72S10-410MR (JA Solar)	Folsom Labs		Spec Sheet Characterization, PAN								
Component Characterizations	Device	Uploaded By		Characterization								

Components

Component	Name	Count
Inverters	CI 100 (Delta Electronics)	1 (100.0 kW)
Strings	10 AWG (Copper)	17 (2,025.5 ft)
Module	JA Solar, JAM72S10-410MR (410W)	272 (111.5 kW)

Wiring Zones

Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	16-16	Along Racking

Field Segments

Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Fixed Tilt	Landscape (Horizontal)	25°	180°	8.0 ft	4x4	17	272	111.5 kW

Guarantees are predicated based on the Owner maintaining their responsibilities as provided below in “Ongoing Owner Responsibilities” in Section 3.5 of the ESP dated August 17, 2021.

Schedule F: Construction and Installation Schedule

The proposed design and construction duration is 90 calendar days. McKinstry will develop a detailed schedule outlining all of the various design, pre-construction, construction, and closeout tasks associated with the project and that interfaces with other construction work not under this proposal.

Milestone	Project Activity and Task	Expected Completion Date
A	Project Design	3/18/2022
B	Installation	7/8/2022
C	Construction Close Out	8/19/2022
D	Measurement and Verification (M&V)	8/19/2023

Schedule G: Systems Start-Up and Commissioning

Commissioning will be provided during the Interim Period by the ESCO for all new equipment and systems installed except for lighting, water conservation and other measures that do not require commissioning.

Schedule H: Standards of Comfort

Where applicable, the following section provides the standards of comfort, which the Owner must maintain to ensure the comfort of the occupants and staff, and upon which all energy calculations were based.

HVAC COMFORT

Heating, ventilating, and air conditioning (HVAC) systems provided by McKinstry will provide comfort and indoor air quality in accordance with the Standards of Comfort below. This standard will pertain only to buildings and areas of buildings in which McKinstry is installing HVAC equipment that has direct control over space comfort conditions. HVAC comfort conditions cannot be guaranteed when operable windows or doors are open.

INDOOR CONDITIONS

Occupied:

Winter Heating Minimum Set-point – 70 degrees F (Superseded by DOH Regs)

Winter Heating Maximum Set-point – 74 degrees F (Superseded by DOH Regs)

Summer Cooling Minimum Set-point – 72 degrees F (where mechanical cooling systems are employed)

Summer Cooling Maximum Set-point – 78 degrees F (where mechanical cooling systems are employed)

Unoccupied:

Minimum – 55 degrees F

Maximum – 85 degrees F (where mechanical cooling systems are employed)

Relative Humidity (If humidity control provided):

Minimum - 40%

Maximum - 60%

Minimum outside air per occupant:

Minimum outside air per occupant shall be in accordance with American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE) standards and Chapter 4 of the International Mechanical Code.

Less stringent conditions will not be proposed unless specifically approved by the Owner (if applicable).

Schedule I: ESCO's Maintenance Responsibilities

Performance Maintenance:

McKinstry will provide ongoing monitoring and support services to help ensure that guaranteed savings are achieved throughout the term of the agreement. Ongoing services shall be under separate agreement. Ongoing services shall be at the discretion of the Owner to terminate. Specific tasks associated with proposed ongoing Measurement and Verification (M&V) can be found in Table 3.2 - M&V Plan Outline.

Equipment Maintenance:

McKinstry will provide no equipment maintenance or repairs after the warranty period. Following the completion of the installation and Owner acceptance of the equipment, the Owner shall provide all necessary service, repairs, and adjustments to the equipment so that the equipment will perform in the manner and to the extent set forth in the Proposal. McKinstry shall have no obligation to service or maintain the equipment after the warranty period.

Schedule J: The Owner's Maintenance Responsibilities

The Owner shall provide the following services as part of this energy services project. In the event that these services are not provided, energy savings and associated guarantees will be modified to reflect the associated impact.

1. Maintain all equipment per manufacturer's recommendations and proposed maintenance schedule.
2. Maintain all sequence of operations and performance criteria related to installed systems as proposed and designed.
3. Provide other FIM specific ongoing responsibilities as provided in Table 3.2.
4. Provide McKinstry with copies of actual monthly utility billing information on a quarterly basis for the duration of the M&V service period. This includes electric, natural gas, and fuel oil. The associated facilities where utility information shall be provided include all meters providing direct or indirect service to all buildings included in this project.
5. Provide McKinstry all internal sub-meter data, including electric and condensate meters, providing direct or indirect service to all buildings included in this project.
6. Provide McKinstry access to Energy Management and Control Systems for the purpose of collecting and logging data over time as required for performance verification.
7. The Owner shall notify McKinstry in writing concerning any changes or alterations to the building that will affect energy usage. This notification should be provided within two weeks of the change. This includes occupancy or use changes, computer load or other load changes, scheduling changes, and sequence of operations changes.

Schedule K: ESCO's Training Responsibilities

Operation Training:

McKinstry will provide relevant training of building staff during construction as agreed to by the Owner.

Schedule L: Pre-Existing Service Agreements

Not Used

Schedule M: Current and Known Capital Projects at the Premises

It is the responsibility of the Owner to inform the ESCO of any capital or infrastructure improvement projects that may have an impact on the construction schedule or anticipated scope of work.

Schedule N: Projected Financial Performance

Table 4.2 - Facility Improvement Measure (FIM) Summary

Project	City of College Place										
Scenario	East Booster Station Solar										
Date	August 17, 2021										
Facility Improvement Measures	FIM Description	Facility	Budget *	Guaranteed Savings and Actual Rates		Dept. of Commerce Solar Grant **		Potential Incentives ***	Potential Grant ***	Net Customer Cost (with Incentives and Grants)	Simple Payback (SPB) (with Incentives)
				Annual Utility Savings	Simple Payback (SPB)	Annual Utility Savings [DOC Grant Rate]	Simple Payback [DOC Grant Rate]				
10.01-EBS Solar	Install a ground-mounted fixed-tilt solar photo-voltaic panel array rated for 111.5 kW DC nameplate.	East Side Booster Station	\$497,909	\$10,316	48.3	\$12,169	40.9	\$0	\$125,000	\$372,909	36.1
Totals			\$497,909	\$10,316	48.3	\$12,169	40.9	\$0	\$125,000	\$372,909	36.1

* Since design cost, audit cost, etc. are distributed among the FIMs, the total project cost will not go up or down by exactly the amounts shown here if a FIM or FIMs are dropped.

** Washington State Department of Commerce calculates utility savings based on a state average rate of \$0.08275/kWh.

*** Incentives and grants are contingent on final approval and are not guaranteed. Funds are shown for reference only.

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Exhibits:

Exhibit I: Sample Notice of Substantial Completion & Commencement of Energy Savings

[Date]

[Client]

[Client Address]

Attention: [Client Contact]

Project: [Project Description]

ESCO Contract No: _____

Regarding: ***Notice of Substantial Completion & Commencement of Energy Savings***

Dear: [Client Contact]

Pursuant to the conditions of the Energy Services Agreement, McKinstry provides notification that the construction activities on the following facility improvement measures are substantially complete. The energy services have been provided and that equipment or services are providing energy savings. The following table provides the date of Substantial Completion and Commencement of Energy Savings with regards to the specific initiatives that were installed at your facilities.

If for some reason you are not in agreement with the energy savings commencement date below, McKinstry requests written notification within fourteen (14) days of receipt of this notice.

Facility Improvement Measure

Facility

Date

All punch list items, and inspections have been completed, and all warranties have been turned in. Operation and Maintenance Manuals & Close Out Documents are in final production and a close out meeting will be scheduled shortly.

Should you have any questions or require additional information, please contact me directly at [xxx-xxx-xxxx].

Sincerely,

[McKinstry Representative]
McKinstry Essention, LLC.

cc: File

Exhibit II: Operations and Maintenance Manuals

To be provided under separate cover.

Exhibit III: Equipment Warranties

To be provided under separate cover.

Exhibit IV: Close-Out Documents

To be provided under separate cover.

Exhibit V: Progress Payment Application Form

To be provided under separate cover.

Appendices:

Appendices A and B are attached for reference:

Appendix A: Energy Services Proposal (“ESP”) for each phase of work, dated August 17, 2021

Appendix B: Directed Engineering Study Proposal dated September 12, 2018.



City of College Place 2021 Solar

Energy Services Proposal

COLLEGE PLACE, WA

AUGUST, 17TH

FOR THE
LIFE OF
YOUR
BUILDING

Project Contacts

AREA OF RESPONSIBILITY	NAME	CONTACT NUMBER	EMAIL
Primary Client Contact	Mike Rizzitiello	509.394.8506	mrizzitiello@cpwa.us
Account Executive	Scott McGann	509.520.9091	scottmc@mckinstry.com
Program Manager	Lance Funke	509.220.4089	lancef@mckinstry.com
Energy Engineer	Daniel Funke, PE	208.596.2663	danielf@mckinstry.com
Performance Assurance Specialist	Jake Landsiedel, CEM, CMVP, CDSM, FMP, CWEP	509.625.3115	jakel@mckinstry.com
Construction Manager	Warren Tastad	509.625.3131	warrent@mckinstry.com



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SECTION 5. INVESTMENT GRADE AUDIT

Executive Summary

OUTCOME SNAPSHOT

This project represents an excellent opportunity to significantly improve facilities while saving energy and trimming utility spending. McKinstry looks forward to making this project a success.

McKinstry estimates these **savings** if proposed facility improvement measures (FIMs) are installed:



\$10,316
Utility cost
savings/year



147,060
Guaranteed
kWh/year

*Carbon dioxide emissions
reductions would equal:*



27
Acres of trees
planted



220,847
lbs. CO₂/year

1.1 Overview

McKinstry has completed an extensive study and investigation of energy upgrades for City of College Place. Our Energy Services Proposal presents a holistic project solution for improving the overall facility efficiency and operation. Our proposed solutions will result in lower utility use and cost along with improved building system performance and occupant productivity.

1.2 Current Situation

CHALLENGES

The East Side Booster Station consists is a rectangular concrete structure with minimal equipment located on the roof. The booster station provides pumping power to the municipal water supply. These features make this building a prime candidate for a PV solar array.

GOALS

The City of College Place has expressed interest in a solar photo-voltaic array installation at the East Side Booster Station to offset some of the electric energy consumption.

1.3 Solutions

This project includes:

FIM 10.01-EBS Solar

Install a ground-mounted fixed-tilt solar photo-voltaic panel array rated for 111.5 kW DC nameplate.

1.4 Summary of Benefits

FINANCIAL BENEFITS

Section 4 of this document provides a detailed look at the project financials. The guaranteed maximum project allowable cost is \$497,909. Including sales tax and prior to any utility incentives or grants, the final project cost is \$497,909. The annual energy savings are \$10,316.

ENVIRONMENTAL BENEFITS

By taking the necessary steps to reduce energy consumption through the implementation of the various facility improvement measures detailed in this report, City of College Place will attain the savings outlined in the outcome snapshot on the left. This is equivalent to:

- 10 average-sized homes being removed from the power grid; or
- 15,337 light bulbs (13.5 Watt LED) not energized; or
- 374,316 miles not driven by an average size vehicle.

Executive Summary

COMPANY AT-A-GLANCE

- Established 1960
- Over 1,700 employees
- 23 offices
- 55+ Professional Engineers
- 80+ LEED Accredited Professionals

MCKINSTRY EXPERIENCE

\$20 million

Customer utility savings guaranteed

\$100 million

Grants & rebates secured for clients

636 million

Kilowatt hours saved

453 thousand

Metric tons of CO₂ saved

91 million

Gas Therms saved

CO₂ emission reductions resulting from McKinstry projects have environmental impacts equal to:

3,167 acres

Forest acres saved from destruction

51.5 million

Gallons of gas not used

83+ thousand

Cars taken off the road

40+ thousand

Homes taken off the power grid

NEXT STEPS

The next steps are for the City of College Place to approve the ESP, which will allow pre-construction, design, and ordering of long lead equipment items to proceed.

1.5 McKinstry Differentiators

COMPANY OVERVIEW

McKinstry has over 50 years of experience assessing and improving facilities in the Pacific Northwest. With more than 1,500 successful energy and facility improvement projects completed in the past 15 years, McKinstry has the expertise to offer comprehensive solutions to City of College Place. McKinstry is more than just another energy services company, we believe in serving as your trusted advisor *"For the Life of Your Building."*

MCKINSTRY APPROACH ADVANTAGES

- Vendor- and product-neutral for truly consultative role
- Transparent pricing
- Total cost of ownership consideration
- No "shared savings" model



Scope of Work

2.1 Facility Improvement Measure (FIM) List

For full descriptions of the scope of work of each measure, please refer to Section 2 - Detailed Scope of Work.

FIM 10.01-EBS|Solar

2.2 McKinstry Services

McKinstry will include the following services related to this project:

1. **Energy Audit:**

The energy audit is complete and is submitted under Section 5 – Directed Engineering Study.

2. **Design Services:**

McKinstry will provide a detailed engineering design as needed to obtain permitting, Owner review, and approval of the proposed systems. In addition, McKinstry will also provide construction support services, start-up, testing, as-built drawings of systems installed, and provide operations and maintenance manuals.

3. **Construction:**

Provide, or cause to be provided, all material, labor, and equipment, including paying for permits, fees, bonds, and insurance, required for the complete and working installation of McKinstry's equipment.

- a. McKinstry will provide a site superintendent who will be responsible for the onsite supervision and coordination of trades and subcontractors. This individual's responsibilities will also include regular work observations, quality control, site security, enforcement of the site-specific safety plan, as well as coordinating any impact upon building tenants with the Owner.
- b. McKinstry may perform portions of the construction work or may subcontract portions to qualified firms. In either case, McKinstry will share information regarding actual costs of the work with the Owner.
- c. When McKinstry has completed the installation of the equipment, including start-up, operations verification, and training in accordance with the Proposal, McKinstry will provide to Owner a "Notice of Commencement of Energy Savings."
- d. At the conclusion of the project, McKinstry will submit a "Notice of Substantial Completion" to the Owner.

4. **Construction Management:**

McKinstry will provide a dedicated construction manager who will provide contract administration services for the project. The owner is expected to coordinate day-to-day communications with tenants and any scheduling of tenant relocations in and around occupied areas.

5. **Operation Training:**

McKinstry will provide relevant training of building staff during construction as agreed to by the Owner.

6. **Performance Maintenance:**

McKinstry will provide ongoing monitoring and support services to help ensure that guaranteed savings are achieved throughout the term of the agreement. Ongoing services shall be under separate agreement. Ongoing services shall be at the discretion of the Owner to terminate. Specific tasks associated with proposed ongoing Measurement and Verification (M&V) can be found in Table 3.2 - M&V Plan Outline.



Scope of Work

7. *Equipment Maintenance:*

McKinstry will provide no equipment maintenance or repairs after the warranty period. Following the completion of the installation and Owner acceptance of the equipment, the Owner shall provide all necessary service, repairs, and adjustments to the equipment so that the equipment will perform in the manner and to the extent set forth in the Proposal. McKinstry shall have no obligation to service or maintain the equipment after the warranty period.

8. *Warranty:*

McKinstry will warrant equipment for one year following Notice of Commencement of Energy Savings. Specific information regarding equipment warranty will be passed on to owner.

2.3 Extent of Subcontracting

McKinstry may subcontract the energy audit, design, construction management, start-up, and training portions of this Contract to qualified firms upon review and approval by owner. Construction subcontracts will be awarded competitively. McKinstry will endeavor to satisfy the Diverse Business Enterprise utilization goals of the Owner.

2.4 Project Schedule

The proposed design and construction duration is 90 calendar days. McKinstry will develop a detailed schedule outlining all of the various design, pre-construction, construction, and closeout tasks associated with the project and that interfaces with other construction work not under this proposal.

Scope of Work

Attachment A | City of College Place-Spokane PV System

FIM # 10.01-EBS | SOLAR

General Purpose

This scope will install a 100 kW AC ground-mount fixed-tilt PV solar array on City owned property serving the East Side Booster Station. The PV solar array will tie into the main booster pump Automatic Transfer Switch (ATS) on the utility side.

SCOPE OF WORK INCLUDES

1. Supply and install a 100 kW AC rated PV solar array consisting of:
 - o (272) 410W JA Solar Modules
 - o Ground Mount APA Ballasted Racking System
 - o (1) 3-Phase Ground Mounted Delta Electronics 100kW Inverter
 - o (1) AC Disconnect
 - o (1) ALSO Energy Data Acquisition System (DAS) for array production
 - o Free Air to Direct Bury wiring between panels and ground mounted inverter.
 - o Wiring and conduit buried from inverter ATS exterior of the building.
 - o Revenue grade solar production meter to be installed by Pacific Power.

ASSUMPTIONS

1. Standard Pacific Power interconnection process
2. Pricing is good for 90 days. May need to re-price prior to construction utilizing project contingency.
3. All weeds, grasses, and tree branches that can affect the performance of the array will be maintained by the City of College Place.

EXCLUSIONS AND CLARIFICATIONS

4. Existing code violations
5. Concealed or unknown conditions (including environmental and archaeological conditions)
6. Hazardous site conditions and/or toxic waste removal or abatement
7. SWPPP and related reporting
8. Utility infrastructure upgrades
9. Fill material, grading and off-haul (Viewed as unnecessary)
10. All electrical work to be completed de-energized, shutdown of building main electrical feed necessary to complete scope of work.

Energy Savings Guarantee

3.1 Guarantee Overview

1. **Philosophy:**
McKinstry is prepared to guarantee any portion of a project over which it has direct control. Where McKinstry does not have direct control (such as operating hours associated with lighting), we are prepared to work with the Owner to devise a method of Measurement and Verification (M&V), which will provide the highest degree of assurance that the energy savings are achieved.
2. **This Project:**
For this project, McKinstry guarantees the performance of the installed initiatives to reduce energy consumption. The target energy reductions for the initiatives that will be implemented are shown in the attached Table 3.1 Energy Savings Summary. Based upon the stipulated conditions as enumerated by the Owner personnel and the utility rates as described below, the utility cost savings estimates are also shown in Table 3.1.
3. **Ongoing Services:**
Refer to Table 4.1 for the cost and duration of ongoing M&V. The cost of ongoing M&V beyond the duration listed in Table 4.1 is at the discretion of the Owner. McKinstry is prepared to continue the guarantee as long as the Owner continues the ongoing services as described herein. When the Owner chooses to cancel the ongoing services, the guarantee will also be terminated at the same point in time. Please refer to Table 3.2 M&V Plan Outline for a summary of the proposed measurement and verification scope.

3.2 FIM Specific Performance Assurance Methodology

1. **Guarantees:**
Table 3.1 Energy Savings Summary provides the specific energy consumption savings for each Facility Improvement Measure (FIM) and the guarantee that McKinstry will provide associated with that measure. Savings calculations are based upon both baseline operating characteristics and proposed operation criteria:
 - a. **Baseline:** Baseline refers to the existing operating characteristics that were used to calculate energy savings. The baseline values, including system performance and operational conditions, which were used for this project are provided in Table 3.2. In general, all parties acknowledge the baseline associated with any specific measure has been derived from the following sources:
 - i. Actual operating information gathered through field observation, measurement, micro-data loggers, and Owner's operating logbooks.
 - ii. Owner provided information concerning stipulated factors such as burn hours, occupancy, or operational expenditures.
 - iii. In some instances, a modified baseline may have been developed to address areas whereby pre-retrofit conditions do not reflect a system that is operating per current code or what the Owner may deem as normal operation.
 - b. **Proposed:** The proposed operating values, including system performance and operational conditions, which were used for savings calculations are provided in Table 3.2. Systems must be operated per the proposed criteria to ensure energy savings are realized. McKinstry will provide the initial start-up, commissioning, and programming of the system to ensure the systems operate per the proposed operating criteria. The Owner acknowledges their responsibility to ensure these criteria are maintained and associated energy savings are realized. Energy Savings

Energy Savings Guarantee

Guarantees are predicated based on the Owner maintaining their responsibilities as provided below in “Ongoing Owner Responsibilities” in Section 3.5.

3.3 Utility Rates

1. *Utility Rate:*

For the purpose of calculating energy cost savings, the utility rates used will be the utility rates as paid by the Owner to the utility company at the time the Energy Services Proposal was developed. In the event that a building has multiple meters on different rate schedules, the per-unit cost of the utility will be the average of all the rate schedules in effect at that facility.

a. *Base Utility Rate:*

Refer to table 3.3 for the Base Utility Rates (including sales tax).

3.4 Standards Of Comfort Service

Where applicable, the following section provides the standards of comfort, which the Owner must maintain to ensure the comfort of the occupants and staff, and upon which all energy calculations were based.

HVAC COMFORT

Heating, ventilating, and air conditioning (HVAC) systems provided by McKinstry will provide comfort and indoor air quality in accordance with the Standards of Comfort below. This standard will pertain only to buildings and areas of buildings in which McKinstry is installing HVAC equipment that has direct control over space comfort conditions. HVAC comfort conditions cannot be guaranteed when operable windows or doors are open.

INDOOR CONDITIONS

Occupied:

Winter Heating Minimum Set-point – 70 degrees F (Superseded by DOH Regs)

Winter Heating Maximum Set-point – 74 degrees F (Superseded by DOH Regs)

Summer Cooling Minimum Set-point – 72 degrees F (where mechanical cooling systems are employed)

Summer Cooling Maximum Set-point – 78 degrees F (where mechanical cooling systems are employed)

Unoccupied:

Minimum – 55 degrees F

Maximum – 85 degrees F (where mechanical cooling systems are employed)

Relative Humidity (If humidity control provided):

Minimum - 40%

Maximum - 60%

Minimum outside air per occupant:

Minimum outside air per occupant shall be in accordance with American Society of Heating, Refrigerating, and Air Conditioning Engineers (ASHRAE) standards and Chapter 4 of the International Mechanical Code.

Less stringent conditions will not be proposed unless specifically approved by the Owner (if applicable).



Energy Savings Guarantee

LIGHTING

Illumination Levels Verification:

McKinstry shall perform a light level survey of the existing conditions during the audit phase of the project development. The existing lighting conditions shall be discussed with the Owner to gauge the preference for general illumination throughout the facility.

Illumination Levels Design:

It is McKinstry's intent to provide energy efficient lighting conditions that effectively meet the needs of the occupants and accommodate the application requirements. Where deemed appropriate, McKinstry will follow IESNA recommendations for illumination criteria in the absence of the Owner's preferred lighting standards.

3.5 Ongoing Owner Responsibilities

The Owner shall provide the following services as part of this energy services project. In the event that these services are not provided, energy savings and associated guarantees will be modified to reflect the associated impact.

1. Maintain all equipment per manufacturer's recommendations and proposed maintenance schedule.
2. Maintain all sequence of operations and performance criteria related to installed systems as proposed and designed.
3. Provide other FIM specific ongoing responsibilities as provided in Table 3.2.
4. Provide McKinstry with copies of actual monthly utility billing information on a quarterly basis for the duration of the M&V service period. This includes electric, natural gas, and fuel oil. The associated facilities where utility information shall be provided include all meters providing direct or indirect service to all buildings included in this project.
5. Provide McKinstry all internal sub-meter data, including electric and condensate meters, providing direct or indirect service to all buildings included in this project.
6. Provide McKinstry access to Energy Management and Control Systems for the purpose of collecting and logging data over time as required for performance verification.
7. The Owner shall notify McKinstry in writing concerning any changes or alterations to the building that will affect energy usage. This notification should be provided within two weeks of the change. This includes occupancy or use changes, computer load or other load changes, scheduling changes, and sequence of operations changes.

3.6 Non-Performance

In the event the equipment performance is not met, McKinstry accepts responsibility for additional electricity and natural gas used by the equipment, due to reduced performance. McKinstry may, at its option, execute any of the following options:

1. Repair or replace equipment as necessary to meet required performance.
2. Make payments for the extra energy consumption to the Owner. In the event that McKinstry chooses the payment option, McKinstry reserves the right to select either an annual payment for the duration of the guarantee term or a one-time lump-sum payment of the same amount. In either case, the payment will be

Energy Savings Guarantee

calculated based upon the quantity of additional electricity or natural gas used and the Base Utility Rate as described above.

3.7 Change Of Use

In the event that the Owner chooses to make changes to the facility that require set point adjustments, longer operating hours, or continuous equipment operation, the Owner agrees that:

1. Savings deemed as met described above will continue to be deemed as met.
2. Additional cost of extended equipment operation is a cost of the change, not due to a failure of McKinstry or their equipment.
3. McKinstry shall not be responsible for any increase in energy, maintenance, or any other costs incurred because of the extended equipment operation.
4. During the M&V portion of the project McKinstry at its option may make a baseline energy use adjustment to identify and account for a change-of-use at the facility.
5. McKinstry will calculate the change in energy consumption due to the specific change made to the system's operation.



Table 3.1 - Energy Savings Summary

Project	City of College Place
Scenario	East Booster Station Solar
Date	8/17/2021

					Electricity		Total **
Facility Improvement Measures	Facility	Guarantee Multiplier for Positive Numbers *	Guarantee Multiplier for Negative Numbers *	Net Effective Guarantee Multiplier *	kWh	kWh (\$)	(\$)
10.01-EBS Solar	East Side Booster Station	95.0%	105.0%	95.0%	147,060	\$10,316	\$10,316
Totals ***					147,060	\$10,316	\$10,316

* The savings shown in this table are less than the calculated savings unless a guarantee multiplier of 100% is shown.

** The guarantee is based on Key Performance Indicators shown in Table 3.2. Refer to Section 3 of the ESP for the method of converting Key Performance Indicators to dollars durir

*** The guarantee is based on the aggregate savings for all FIMs, not on individual FIM savings.



Table 3.2 - M&V Plan Outline

Project

Scenario

Date

City of College Place

East Booster Station Solar

8/17/2021

							Audit Stage (Baselining)	Post Retrofit (Commissioning)	Annual		
FIM Name	Facility	IPMVP Option	KPI	Key Performance Indicators	Baseline Values	Proposed Values	Tasks	Tasks	Tasks	Ongoing Owner Responsibilities	Stipulated Factors
10.01-EBS Solar	East Side Booster Station		1.	Solar Array Size	N/A	111.5 DC kW	N/A	Review equipment submittals to confirm proper system size installed.	Review net-meter outputs to determine system peak power and annual energy production. Review actual solar radiation during performance period. Adjustments to net-metering outputs may be made based on actual and stipulated solar radiation.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	Array size is based on weather, solar, and tilt being at Manufacturer's rated conditions.
			2.	Solar Array Tilt	N/A	Fixed, facing True South with a 25° tilt from vertical.	N/A	Review equipment submittals and as-built documents to confirm proper system tilt angle.	No task, array tilt assumed constant.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	
			3.	Annual Global horizontal Irradiance	1,507 kWh/m²	1,507 kWh/m²	Gather annual solar weather data for the City of College Place	Gather annual solar data. Annual kWh production may differ based on annual solar radiation.	Gather annual solar data. Annual kWh production may differ based on annual solar radiation.	Owner shall notify McKinstry of any operational issues or damages, and shall maintain and periodically clean panels.	Solar radiation is stipulated and mutually agreed upon and does not change for the duration of measurement period.



Table 3.3 - Base Utility Rates

Project	City of College Place
Scenario	East Booster Station Solar
Date	8/17/2021

Building_Name	Utility_Provider	Rate_Name	Utility_Type	Dollars_Per_Unit	Units	Published_Date_Effective
Poulsbo Middle School	Puget Sound Energy (PSE)	PMS Commercial 43 - KWh	Electricity	\$0.061500	kWh	10/11/2018
Poulsbo Middle School	Cascade Natural Gas	PMS General Service - 504	Natural Gas	\$0.833200	Therms	10/11/2018

Project Financials

4.1 Maximum Project Allowable Cost

McKinstry guarantees that the Maximum Project Cost will not exceed the guaranteed value shown in Table 4.1 – Budget Summary; this cost does not include sales tax, WA State Interagency fees, or the utility incentive. The sales tax and interagency fees are shown in Table 4.1 for reference, and the utility incentive is shown in Table 4.2 for reference. (McKinstry does not guarantee the value of sales tax, interagency fees, or the utility incentive.)

Costs presented in this proposal are valid for 90 days from the date of publication. If the notice to proceed is issued after this time, McKinstry reserves the right to re-evaluate the project and make necessary modifications to the construction costs.

4.2 Project Cost Table

See Table 4.1 – Budget Summary. All fee percentages and costs are unique to the project.

4.3 Items Included in Maximum Project Cost

1. Engineering audit, which includes the cost for the preparation of this proposal
2. Engineering design
3. Construction management services
4. Installation of McKinstry Equipment including the following costs as specified in the scope of work:
 - a. All costs paid by McKinstry for the installation of the equipment. This includes costs paid to subcontractors or directly to McKinstry personnel, when related to installation or system verification of McKinstry equipment.
 - b. The portion of reasonable travel, lodging, and meal expenses of officers or employees incurred while traveling in discharge of duties connected with the work. McKinstry will comply with OFM guidelines for reimbursement of travel expenses.
 - c. Cost of all materials, supplies, and equipment incorporated in the Work, including costs of transportation thereof.
 - d. Cost or rental charges, including transportation and maintenance, of all materials, supplies, equipment, temporary facilities, and hand tools not owned by the workers, which are consumed in the performance of the work and cost less salvage value on such items used but not consumed which remain the property of McKinstry.
 - e. Cost of premiums for all bonds and insurance, which McKinstry is required to purchase and maintain.
 - f. Sales, use, or similar taxes related to the Work and for which McKinstry is liable imposed by a governmental authority.
 - g. Permit fees, royalties, and deposits lost for causes other than McKinstry's negligence.
 - h. Losses and expenses not compensated by insurance or otherwise, sustained by McKinstry in connection with the work, provided they have resulted from causes other than the fault or neglect of McKinstry. Such losses shall include settlements made with the written consent and approval of the Owner. If, however, such loss requires reconstruction and McKinstry is placed in charge thereof, McKinstry shall be paid a fee for such services.
 - i. Demolition cost and cost of removal of all debris unless specifically excluded within the Scope of Work.

Project Financials

- j. Costs incurred due to an emergency affecting the safety of persons and property.
- k. Other costs incurred in the performance of the Work if and to the extent approved in advance in writing by the Owner.
- l. Contingency as defined in Section 4.4.
- m. Allowances as defined in Section 4.5.
- n. Cost of equipment startup, training, system verification, and balancing performed by McKinstry.
- o. Construction Bonds (including Performance & Payment Bond), Liability Insurance, and Builder's Risk Insurance.
- p. McKinstry fee. This includes McKinstry's remuneration for compensation of personnel, expenses, risks related to the project, overhead, and profit.
- q. McKinstry shall provide a Schedule of Values. The schedule of values will include all costs related to the installation of McKinstry's equipment.

4.4 Construction Contingency

A construction contingency as identified in Table 4.1 – “Budget Summary” has been established for this project. McKinstry can expend the contingency after a change order has been approved by the Owner and McKinstry for items necessary to complete the original scope of this project. The intent of the contingency is for “unforeseen conditions” beyond what was originally estimated. McKinstry and the Owner will jointly manage any contingency left after the project scope is completed. All unused construction contingency funds shall reduce the overall project cost to the Owner.

4.5 Allowances

McKinstry may set aside allowances as identified in Table 4.1 - “Budget Summary” for specific areas of work that have been identified as a potential cost impact but cannot be determined at this stage. Should the allowance not be adequate, the Owner will be advised. McKinstry will be compensated for any additional costs via Change Order to the contract should the Owner agree. In extreme situations, McKinstry may request additional funds to cover cost overruns that could not have been foreseen by either party.

4.6 Ongoing Services

Refer to Table 4.1 for the cost and duration of any ongoing services.

4.7 Accounting Records

McKinstry shall check all material, equipment, and labor entering into the worksite and shall keep such full and detailed accounts as may be necessary for proper financial management under this Agreement. The Owner shall be afforded access to all McKinstry's records, books, correspondence, instructions, drawings, receipts, vouchers, memoranda, and similar data relating to this Contract, and the McKinstry shall preserve all such records for a period of seven years, or for such longer period as may be required by law, after the final payment.

4.8 Reconciliation of Labor & Material Costs

The maximum project allowable cost is based on firm negotiated bids or estimated labor and material costs developed by McKinstry. In recognition that actual Labor & Material costs may vary from the estimate, the following procedures are established to reconcile this difference:



Project Financials

1. If the total maximum guaranteed project cost at completion exceeds the estimated amount (plus contingency), the additional costs will be borne by McKinstry at their expense.
2. If the total project costs at completion are less than the estimated proposal amount (less contingency), the savings will be retained by the Owner.
3. There shall be no cost savings split between the Owner and McKinstry.

The following Figure 4.A outlines proposed procurement and payment reconciliation methods. Changing the proposed method of reconciliation after the acceptance of the Proposal may require an adjustment to the Guaranteed Maximum Project Cost.

DEFINITIONS:

Major Equipment:

Major Equipment is any single piece of equipment purchased by McKinstry with a value over \$5,000.

Negotiated:

Construction contract value is to be established through negotiations with a select or single contractor (i.e. owner preferred controls contractor, mechanical contractor, etc.).

Bid:

Construction contract value is to be established through a bid process based upon formal bid documents including plans and specifications which will be bid to a minimum of two (typically three) pre-qualified contractors as approved by McKinstry and the Owner.

Self-Perform:

McKinstry intends to perform work with McKinstry personnel.

Schedule of Values (SOV):

Cost shall be substantiated with a properly executed invoice from the subcontractor or supplier that matches the schedule of values in their contract or purchase order.

Time & Materials (T&M):

Published sell rates will be established prior to issuance of contract to subcontractor or commencement of work by McKinstry. A monthly labor and material report will be provided which will include labor hours and dollars per individual, and material and equipment invoices.

Firm:

Fees that are negotiated prior to proposal and are not reconciled at the end of the project.

Project Financials

Figure 4.A

CONSTRUCTION COST CATEGORY (REF TABLE 4.1)	PROPOSED CONSTRUCTION METHOD	END OF PROJECT – RECONCILED
PV Installer	Negotiated	SOV
General/Other	Self-Perform	T&M
Commissioning	Self-Perform	T&M
Change Order (CO)	As Specified in CO	T&M
Fees	Self-Perform	Firm

4.9 Compensation

1. TERMS:
Net 30 days (45 days for State Treasurer payments) from the date of invoice, monthly billings as the job progresses.
2. PAYMENTS:
At a minimum, payments will be made in the amount of 100% at the completion and implementation of any individual facility improvement measure (FIM) in the amount of that FIM as delineated in the contract. If more than one FIM is completed in a monthly period, all those FIMS will be paid.
3. FINANCE CHARGES ON UNPAID BALANCES:
Payments due and unpaid shall be subject to interest charges within 30 days (45 days for State Treasurer payments) of receipt of a properly completed invoice per RCW 39.76. Finance charges will be calculated on the un-paid balance per RCW 39.76 which specifies the interest rate shall be one percent per month but not less than one dollar per month on amounts due beyond 30 days. Interest charges will be calculated daily, compounded monthly. Charges accrue until balances are paid in full.
4. CONSTRUCTION PERIOD FINANCE CHARGES:
McKinstry may charge construction period finance charges for projects, independent of financing method, whereby the anticipated billing lags the earned schedule of values by more than 90 days. If Owner controlled schedule delays occur during the progress of the project, McKinstry may request additional finance charges be added to the project. Construction period finance will be calculated on the un-paid balance at the rate of Prime + 2% per annum. Interest charges will be calculated daily, compounded monthly. Charges accrue until balances are paid in full.
5. McKinstry and the Owner will work together to minimize finance charges.
6. The construction schedule has been developed based on the following assumptions:
 - a. Owner review of final Energy Services Proposal (ESP) 10 working days
 - b. McKinstry receives notice to proceed within 15 working days from the final review responses
7. SUBSTANTIATION OF FINANCE CHARGE:
McKinstry will do an accounting of finance charges progressively through the project, and at contract completion submit a change request itemizing the summary of additional costs for implementation. The contract will then be increased to reflect the same and finance charges will be paid within 30 days of the date of approved substantiation.

Project Financials

4.10 Financing

McKinstry enjoys over 55 years of experience within the engineering and contracting industry and its financial strength exceeds the industry average. This strength makes it possible to provide and assist with the financing needs of its customers. Long standing relationships with vendors assures reasonable pricing and excellent payment terms.

LONG-TERM FINANCING:

The Owner has several options available for long term permanent financing. The Washington State Treasurer's Office can provide financing. Third Party financing is also available.

4.11 Termination Value

Should the owner choose to finance the project through McKinstry, a schedule will be provided showing the termination value of the financing agreement for each year during the term of the agreement.

4.12 Terms of Agreement

The Contract shall be effective and binding upon the parties immediately upon its execution and the period from contract execution until the Commencement of Energy Savings Date shall be known as the "Interim Period". All energy savings achieved during the interim period will be fully credited to the Owner.

4.13 Insurance & Bonding

McKinstry shall provide a payment and performance bond and builders Risk Insurance.

For The Purposes of This Agreement, the "Sum Amount of Bond" Shall Be (See Table 4.1 –“Budget Summary”).

1. The bond amount consists of Labor and Materials and State Sales Tax.
2. This bond does not include any construction contingencies.
3. Certificates of General Liability Insurance will be provided prior to Contract Signing. The State of Washington shall be named as An Additional Insured on all insurance certificates.

McKinstry shall provide a payment and performance bond in the amount of 100% of the construction cost, as defined in the Energy Services Agreement Addendum. The amount shall include all authorized changes and state sales tax. The Bond shall be in the form attached to the Conditions of the Energy Services Agreement. The Contract listed on the bond form shall be the Addendum No. and Agreement No., which incorporates the work, and the "Contract Date" shall be the date of the Addendum. The full and just sum of the Bond shall be as defined above and shall include the actual cost of purchasing and installing McKinstry's Equipment. The Bond shall specifically exclude coverage for those portions of the Energy Services Agreement and/or Energy Services Agreement Addendum pertaining to design services, energy cost savings guarantee, maintenance guarantee, utility incentives, efficiency guarantees, and any other clauses which do not relate specifically to construction management and supervision of work for purchasing and installing of McKinstry's Equipment, or for work to be accomplished by the Owner. The Bond shall be with a Surety or Bonding Company that is registered with the State of Washington Insurance Commissioner's Office.

While McKinstry stands behind our safety record, we cannot control the work flow around items we have no control over. At no point does McKinstry assume any responsibility for the loss of use of any equipment and we exclude any and all claims for consequential damages therein.



Project Financials

4.14 Diverse and Small Business Participation Goals for this Project

McKinstry has established the following diverse and small business participation goals for this project in consultation with the Owner.

McKinstry has provided information and training to many potential subcontractors, suppliers, and consultants on how to register for the State certifications.

The following table is a list project specific inclusion goals.

Figure 4.D

State Certification Category	McKinstry Standard Inclusion Plan	For this Project: Percentages for Construction	For this Project: Percentages for Professional Services
Diverse Business Enterprise	26%	44%	0%

Table 4.1 - Budget Summary



Project	City of College Place
Scenario	East Booster Station Solar
Date	8/16/2021

Database ID	FIM Name	Mechanical	Electrical	EMCS	Lighting	Solar Installer	Equipment	Other	Total
48333	10.01-EBS Solar	\$ -	\$ -	\$ -	\$ -	\$ 230,321	\$ 107,177	\$ 7,963	\$ 345,461
Total Base FIM Cost		\$ -	\$ -	\$ -	\$ -	\$ 230,321	\$ 107,177	\$ 7,963	\$ 345,461

A. Construction Costs																	
	Commissioning	Lump	\$9,300	\$	-	\$	-	\$	-	\$	6,200	\$	2,885	\$	214	\$	9,300
	Site Supervision	Lump	\$31,302	\$	-	\$	-	\$	-	\$	20,869	\$	9,711	\$	722	\$	31,302
	Subtotal(FIM Cost and A.)			\$	-	\$	-	\$	-	\$	257,391	\$	119,774	\$	8,899	\$	386,063
	Construction Bonds	%	1.30%	\$	-	\$	-	\$	-	\$	3,346	\$	1,557	\$	116	\$	5,019
	Total Construction Cost															\$	391,082

B. Professional Services Costs					
	Audit Fee	Lump	\$0		\$ -
	Design Fee	%	4.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 15,443
	Construction Admin Fee	%	5.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 19,303
	Overhead	%	10.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 38,606
	Profit	%	8.00%	Percent of Sub-Total Base FIM Cost and A.	\$ 30,885
Total Professional Services Cost					\$ 104,237

C. Other Project Costs					
	Project Contingency	%	0.00%	Percent of Total Construction Cost	\$ -
	Total Other Project Cost				\$ -

D. Measurement and Verification				
	Year 1	Lump	\$2,590	
				Total Overhead Cost & Fee
				\$ 2,590

E. Total Guaranteed Construction & ESCO Services (A + B + C + D)	\$	497,909
--	----	---------

F. Non-Guaranteed Costs					
	Sales Tax	%	0.00%	Percent of Section E. (Excluding Contingency)	\$ -
Total Non-Guaranteed Cost					\$ -

G. Total Maximum Project Cost (E + F)	\$	497,909
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Table 4.2 - Facility Improvement Measure (FIM) Summary

Project

Scenario

Date

City of College Place

East Booster Station Solar

August 17, 2021

				Guaranteed Savings and Actual Rates		Dept. of Commerce Solar Grant **					
Facility Improvement Measures	FIM Description	Facility	Budget *	Annual Utility Savings	Simple Payback (SPB)	Annual Utility Savings [DOC Grant Rate]	Simple Payback [DOC Grant Rate]	Potential Incentives ***	Potential Grant ***	Net Customer Cost (with Incentives and Grants)	Simple Payback (SPB) (with Incentives)
10.01-EBS Solar	Install a ground-mounted fixed-tilt solar photo-voltaic panel array rated for 111.5 kW DC nameplate.	East Side Booster Station	\$497,909	\$10,316	48.3	\$12,169	40.9	\$0	\$125,000	\$372,909	36.1
Totals			\$497,909	\$10,316	48.3	\$12,169	40.9	\$0	\$125,000	\$372,909	36.1

* Since design cost, audit cost, etc. are distributed among the FIMs, the total project cost will not go up or down by exactly the amounts shown here if a FIM or FIMs are dropped.

** Washington State Department of Commerce calculates utility savings based on a state average rate of \$0.08275/kWh.

*** Incentives and grants are contingent on final approval and are not guaranteed. Funds are shown for reference only.



City of College Place

2021 Solar

Investment Grade Audit

COLLEGE PLACE, WA

AUGUST, 17TH

Investment Grade Audit

5.1 EXISTING FACILITY DESCRIPTION

East Side Booster Station

The East Side Booster Station consists is a rectangular concrete structure with minimal equipment located on the roof. The booster station provides pumping power to the municipal water supply. These features make this building a prime candidate for a PV solar array.

Investment Grade Audit

5.2 FACILITY IMPROVEMENT MEASURES – CALCULATIONS

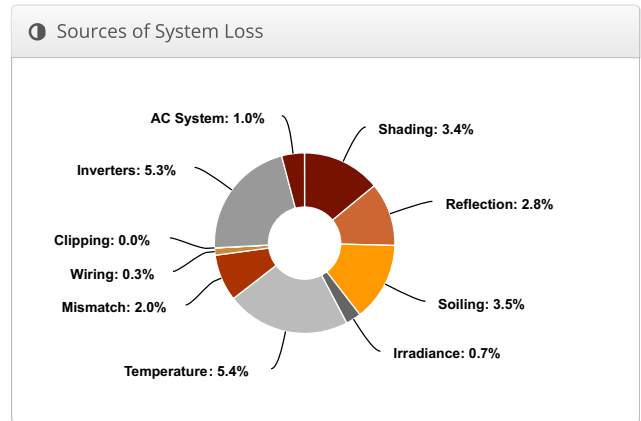
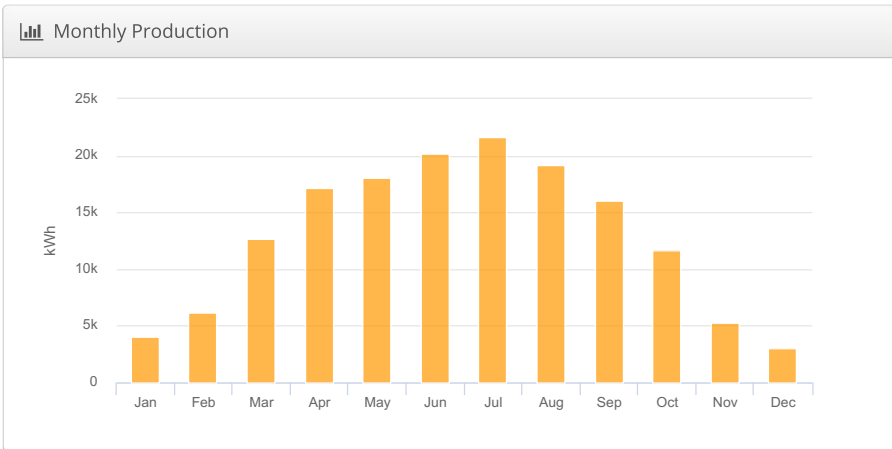
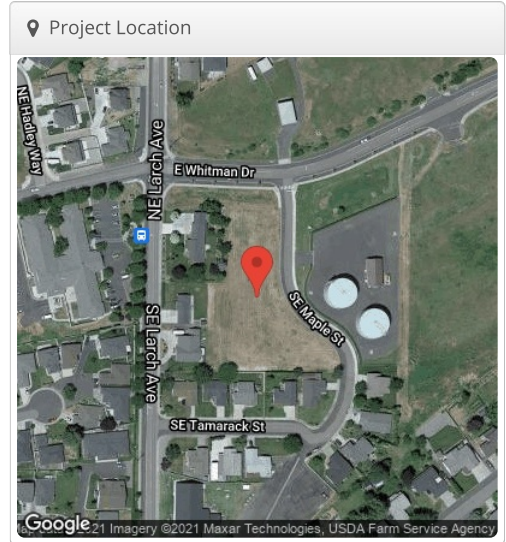
FIM 10.01–EBS | Solar

Heiloscope Reports

DOC 2021 GMAX College Place, City of, E Whitman Dr and SE Maple Ave

Report	
Project Name	College Place, City of
Project Address	E Whitman Dr and SE Maple Ave

System Metrics	
Design	DOC 2021 GMAX
Module DC Nameplate	111.5 kW
Inverter AC Nameplate	100.0 kW Load Ratio: 1.12
Annual Production	154.8 MWh
Performance Ratio	78.9%
kWh/kWp	1,387.7
Weather Dataset	TMY, 10km Grid (46.05,-118.35), NREL (prospector)
Simulator Version	125ee4a60d-4598ccbfde-ddff206053-649f60a15b



Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,507.7	
	POA Irradiance	1,759.1	16.7%
	Shaded Irradiance	1,698.7	-3.4%
	Irradiance after Reflection	1,651.4	-2.8%
	Irradiance after Soiling	1,594.4	-3.5%
	Total Collector Irradiance	1,594.2	0.0%
Energy (kWh)	Nameplate	180,009.3	
	Output at Irradiance Levels	178,796.4	-0.7%
	Output at Cell Temperature Derate	169,090.7	-5.4%
	Output After Mismatch	165,631.1	-2.0%
	Optimal DC Output	165,105.2	-0.3%
	Constrained DC Output	165,097.5	0.0%
	Inverter Output	156,321.4	-5.3%
	Energy to Grid	154,758.2	-1.0%
Temperature Metrics			
	Avg. Operating Ambient Temp		13.9 °C
	Avg. Operating Cell Temp		26.1 °C
Simulation Metrics			
	Operating Hours	4667	
	Solved Hours	4667	

Condition Set													
Description	Condition Set 1												
Weather Dataset	TMY, 10km Grid (46.05,-118.35), NREL (prospector)												
Solar Angle Location	Project Lat/Lng												
Transposition Model	Perez Model												
Temperature Model	Diffusion Model												
Temperature Model Parameters	Rack Type		U _{const}		U _{wind}								
	Fixed Tilt		20		0								
	Flush Mount		15		0								
	East-West		20		0								
	Carport		29		0								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D	
	18	10	4	1	1	1	2	3	3	2	7	20	
Irradiation Variance	3.5%												
Cell Temperature Spread	3° C												
Module Binning Range	0% to 2.5%												
AC System Derate	1.00%												
Module Characterizations	Module		Uploaded By		Characterization								
	JAM72S10-410MR (JA Solar)		Folsom Labs		Spec Sheet Characterization, PAN								
Component Characterizations	Device		Uploaded By		Characterization								

Components		
Component	Name	Count
Inverters	CI 100 (Delta Electronics)	1 (100.0 kW)
Strings	10 AWG (Copper)	17 (2,025.5 ft)
Module	JA Solar, JAM72S10-410MR (410W)	272 (111.5 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	16-16	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Fixed Tilt	Landscape (Horizontal)	25°	180°	8.0 ft	4x4	17	272	111.5 kW

Detailed Layout



Investment Grade Audit

5.3 FACILITY IMPROVEMENT MEASURES - ADDITIONAL SCOPE DOCUMENTS

No additional scope documents provided.

Investment Grade Audit

5.4 FIMS CONSIDERED BUT NOT USED

The following FIMS were considered but not chosen for this phase. The measures below are recommended for further consideration in the future.

- No other FIMS considered.

Investment Grade Audit

5.5 UTILITY DATA ANALYSIS

A utility data analysis was performed for the following buildings.

- East Side Booster Station

Utility Data Analysis

City of College Place - East Side Booster Station

Utility Usage and Cost Summary



Building Information				Energy Information	
Project	City of College Place	Building Area	1,785 ft ²	Year 1:	July 2018 to June 2019
Building	East Side Booster Station			EUI:	284 kBtu/ft ² Cost: \$8.16 / ft ²
Service Address	55 SE Maple Ave, College Place, WA 99324			Year 2:	July 2019 to June 2020
Electric Prvdr.	Pacific Power	Electrical Mtr.	79229825-E	EUI:	307 kBtu/ft ² Cost: \$8.33 / ft ²
				Year 3:	July 2020 to June 2021
				EUI:	319 kBtu/ft ² Cost: \$8.83 / ft ²
				Average:	July 2018 to June 2021
				EUI:	303 kBtu/ft² Cost: \$8.44 / ft²

Historical Utility Data									
Period	Electric Energy [kWh]	Electric Demand [kW]	Electric Energy Cost [\$\$]			Total Energy [kBtu]	Total Cost [\$\$]	Energy Use Index [kBtu / ft ²]	Cost Index [\$\$ / ft ²]
Jul-18	16,960	78	\$1,708.55			57,868	\$1,708.55	32.42	\$0.96
Aug-18	19,680	93	\$1,971.31			67,148	\$1,971.31	37.62	\$1.10
Sep-18	16,800	78	\$1,696.28			57,322	\$1,696.28	32.11	\$0.95
Oct-18	13,440	78	\$1,453.91			45,857	\$1,453.91	25.69	\$0.81
Nov-18	6,720	26	\$726.83			22,929	\$726.83	12.85	\$0.41
Dec-18	11,360	32	\$1,064.63			38,760	\$1,064.63	21.71	\$0.60
Jan-19	12,000	19	\$1,046.24			40,944	\$1,046.24	22.94	\$0.59
Feb-19	11,840	27	\$1,042.86			40,398	\$1,042.86	22.63	\$0.58
Mar-19	12,000	32	\$1,057.65			40,944	\$1,057.65	22.94	\$0.59
Apr-19	7,200	25	\$705.00			24,566	\$705.00	13.76	\$0.39
May-19	7,520	41	\$790.87			25,658	\$790.87	14.37	\$0.44
Jun-19	12,960	79	\$1,301.60			44,220	\$1,301.60	24.77	\$0.73
Jul-19	16,960	79	\$1,552.56			57,868	\$1,552.56	32.42	\$0.87
Aug-19	18,800	87	\$1,701.95			64,146	\$1,701.95	35.94	\$0.95
Sep-19	17,760	87	\$1,636.09			60,597	\$1,636.09	33.95	\$0.92
Oct-19	9,920	63	\$1,047.53			33,847	\$1,047.53	18.96	\$0.59
Nov-19	9,120	38	\$907.08			31,117	\$907.08	17.43	\$0.51
Dec-19	15,040	27	\$1,295.17			51,316	\$1,295.17	28.75	\$0.73
Jan-20	15,200	31	\$1,322.08			51,862	\$1,322.08	29.05	\$0.74
Feb-20	13,280	28	\$1,172.72			45,311	\$1,172.72	25.38	\$0.66
Mar-20	11,680	27	\$1,050.58			39,852	\$1,050.58	22.33	\$0.59
Apr-20	10,400	27	\$966.15			35,485	\$966.15	19.88	\$0.54
May-20	10,560	44	\$1,045.06			36,031	\$1,045.06	20.19	\$0.59
Jun-20	12,000	54	\$1,180.44			40,944	\$1,180.44	22.94	\$0.66
Jul-20	13,920	78	\$1,403.76			47,495	\$1,403.76	26.61	\$0.79
Aug-20	19,680	79	\$1,783.34			67,148	\$1,783.34	37.62	\$1.00
Sep-20	17,760	80	\$1,657.41			60,597	\$1,657.41	33.95	\$0.93
Oct-20	12,640	79	\$1,315.64			43,128	\$1,315.64	24.16	\$0.74
Nov-20	8,960	41	\$919.38			30,572	\$919.38	17.13	\$0.52
Dec-20	14,720	27	\$1,243.39			50,225	\$1,243.39	28.14	\$0.70
Jan-21	15,040	30	\$1,274.98			51,316	\$1,274.98	28.75	\$0.71
Feb-21	13,280	26	\$1,159.93			45,311	\$1,159.93	25.38	\$0.65
Mar-21	13,600	27	\$1,235.08			46,403	\$1,235.08	26.00	\$0.69
Apr-21	10,240	26	\$981.20			34,939	\$981.20	19.57	\$0.55
May-21	12,000	56	\$1,233.23			40,944	\$1,233.23	22.94	\$0.69
Jun-21	15,040	78	\$1,548.13			51,316	\$1,548.13	28.75	\$0.87

Utility Data Analysis

City of College Place - East Side Booster Station

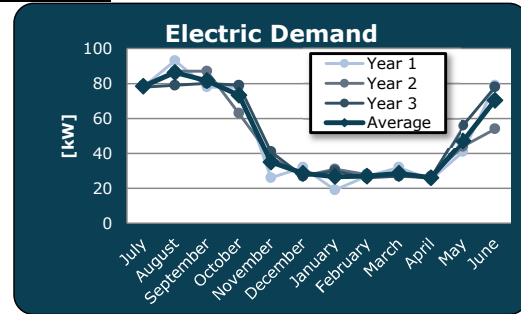
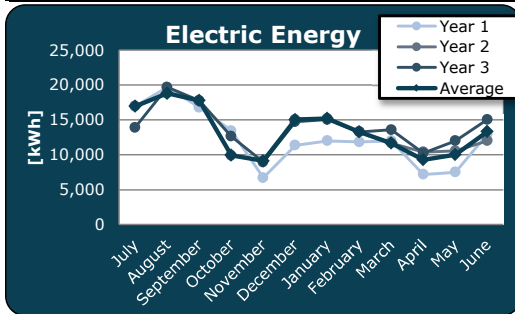
Utility Usage and Cost Summary



Annual Average Consumption and Cost									
Year	Electric Energy [kWh]	Electric Energy Cost [\$\$]	Blended Rate [\$\$ / kWh]			Total Energy [MMBTU]	Total Cost [\$\$]	Energy Use Index [kBTU / ft²]	Cost Index [\$\$ / ft²]
Year 1	148,480	\$14,566	\$ 0.098			507	\$14,566	284	\$ 8.16
Year 2	160,720	\$14,877	\$ 0.093			548	\$14,877	307	\$ 8.33
Year 3	166,880	\$15,755	\$ 0.094			569	\$15,755	319	\$ 8.83
Average	158,693	\$15,066	\$ 0.095			541	\$15,066	303	\$ 8.44

Average Monthly Utility Cost and Weather Data					
Month	Electric Energy [\$]		Total [\$]	Heating Degree Days	Cooling Degree Days
January	\$1,322		\$1,322	617	0
February	\$1,173		\$1,173	694	0
March	\$1,051		\$1,051	516	0
April	\$884		\$884	207	11
May	\$1,023		\$1,023	62	83
June	\$1,343		\$1,343	9	299
July	\$1,553		\$1,553	0	490
August	\$1,702		\$1,702	0	484
September	\$1,636		\$1,636	30	195
October	\$1,048		\$1,048	260	2
November	\$907		\$907	552	0
December	\$1,295		\$1,295	702	0
Total	\$14,936		\$14,936	3,648	1,564

Pct. of Total	100%	
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Utility Data Analysis

City of College Place - East Side Booster Station

Utility Usage and Cost Summary

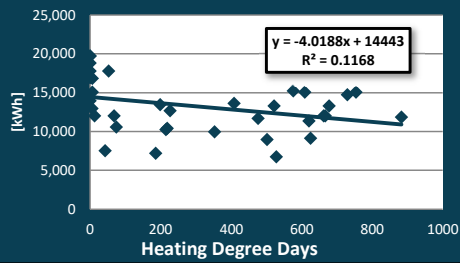


Weather Dependency Analysis						Energy Use Breakout			
Energy Type	Intercept vs. CDD / HDD	Slope vs. CDD / HDD	R ²	Non-Weather Dependent Use	Weather Dependent Use	Energy Type	Total Use [MMBTU]	EUI [kBtu / ft ²]	Percent of Total
Electric Energy [kWh]	13,734	-2.1	0.029	157,902	2,818	Electric Energy	548	307	100%

Total (MMBtu)	539	10	Total	548	307	100%
EUI	301.8	5.4				

Checks	Explanation	
Electric Energy R ²	< 0.75	Suggests that monthly Electric Energy use cannot likely be reasonably predicted based on weather severity, i.e. poor correlation between weather and Electric Energy.

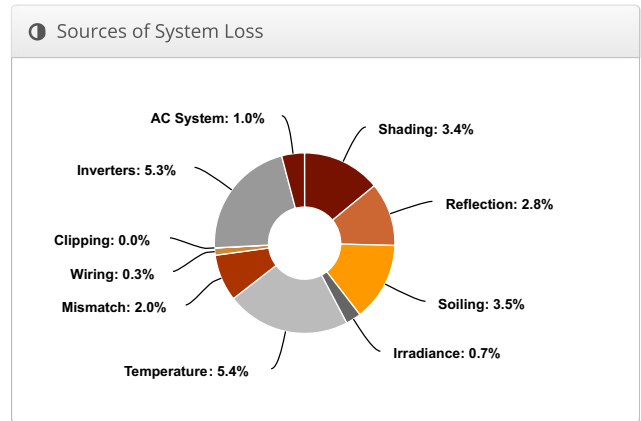
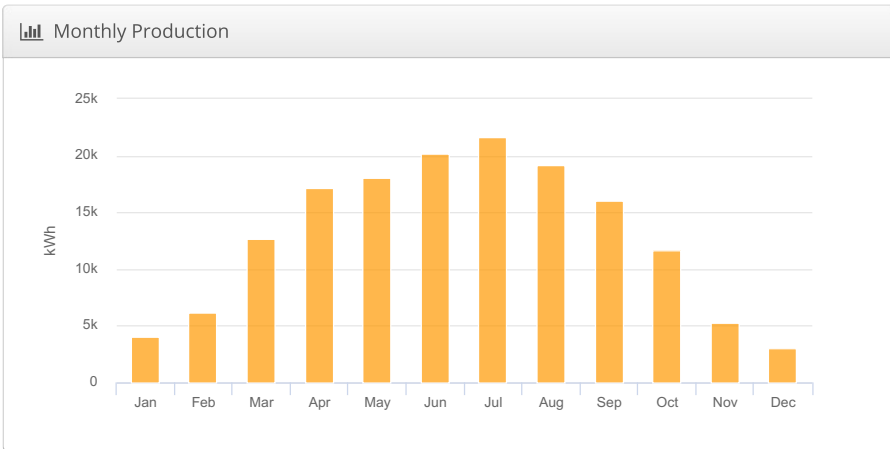
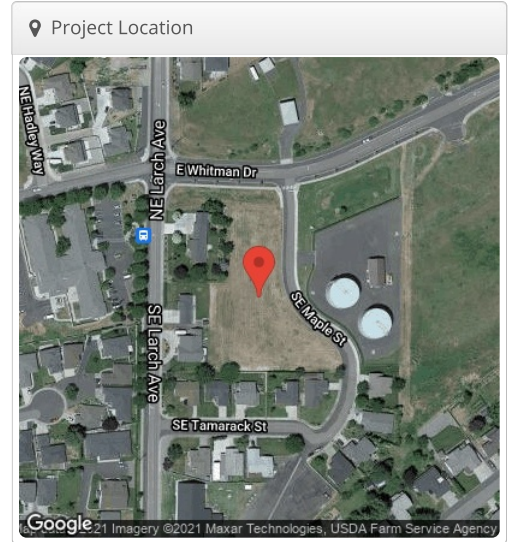
Electric Energy Degree Day Correlation



DOC 2021 GMAX College Place, City of, E Whitman Dr and SE Maple Ave

Report	
Project Name	College Place, City of
Project Address	E Whitman Dr and SE Maple Ave

System Metrics	
Design	DOC 2021 GMAX
Module DC Nameplate	111.5 kW
Inverter AC Nameplate	100.0 kW Load Ratio: 1.12
Annual Production	154.8 MWh
Performance Ratio	78.9%
kWh/kWp	1,387.7
Weather Dataset	TMY, 10km Grid (46.05,-118.35), NREL (prospector)
Simulator Version	125ee4a60d-4598ccbfde-ddff206053-649f60a15b



Annual Production			
	Description	Output	% Delta
Irradiance (kWh/m ²)	Annual Global Horizontal Irradiance	1,507.7	
	POA Irradiance	1,759.1	16.7%
	Shaded Irradiance	1,698.7	-3.4%
	Irradiance after Reflection	1,651.4	-2.8%
	Irradiance after Soiling	1,594.4	-3.5%
	Total Collector Irradiance	1,594.2	0.0%
Energy (kWh)	Nameplate	180,009.3	
	Output at Irradiance Levels	178,796.4	-0.7%
	Output at Cell Temperature Derate	169,090.7	-5.4%
	Output After Mismatch	165,631.1	-2.0%
	Optimal DC Output	165,105.2	-0.3%
	Constrained DC Output	165,097.5	0.0%
	Inverter Output	156,321.4	-5.3%
	Energy to Grid	154,758.2	-1.0%
Temperature Metrics			
	Avg. Operating Ambient Temp		13.9 °C
	Avg. Operating Cell Temp		26.1 °C
Simulation Metrics			
	Operating Hours	4667	
	Solved Hours	4667	

Condition Set													
Description	Condition Set 1												
Weather Dataset	TMY, 10km Grid (46.05,-118.35), NREL (prospector)												
Solar Angle Location	Project Lat/Lng												
Transposition Model	Perez Model												
Temperature Model	Diffusion Model												
Temperature Model Parameters	Rack Type		U _{const}		U _{wind}								
	Fixed Tilt		20		0								
	Flush Mount		15		0								
	East-West		20		0								
	Carport		29		0								
Soiling (%)	J	F	M	A	M	J	J	A	S	O	N	D	
	18	10	4	1	1	1	2	3	3	2	7	20	
Irradiation Variance	3.5%												
Cell Temperature Spread	3° C												
Module Binning Range	0% to 2.5%												
AC System Derate	1.00%												
Module Characterizations	Module		Uploaded By		Characterization								
	JAM72S10-410MR (JA Solar)		Folsom Labs		Spec Sheet Characterization, PAN								
Component Characterizations	Device		Uploaded By		Characterization								

Components		
Component	Name	Count
Inverters	CI 100 (Delta Electronics)	1 (100.0 kW)
Strings	10 AWG (Copper)	17 (2,025.5 ft)
Module	JA Solar, JAM72S10-410MR (410W)	272 (111.5 kW)

Wiring Zones			
Description	Combiner Poles	String Size	Stringing Strategy
Wiring Zone	-	16-16	Along Racking

Field Segments									
Description	Racking	Orientation	Tilt	Azimuth	Intrarow Spacing	Frame Size	Frames	Modules	Power
Field Segment 1	Fixed Tilt	Landscape (Horizontal)	25°	180°	8.0 ft	4x4	17	272	111.5 kW

Detailed Layout



Investment Grade Audit Proposal

September 12, 2018

Mike Rizzitiello
City Administrator
City of College Place
625 S. College Avenue
College Place, WA 99324

Regarding: Investment Grade Audit Proposal | Phase 1 Well No. 2 Solar Energy Project

The City of College Place is interested in pursuing solar as a renewable energy source through a performance-based energy savings contract with McKinstry. This proposal provides the guidelines under which McKinstry will complete the following tasks:

1. Conduct an Investment Grade Audit (IGA) focused on installation of a 100 kW solar array at the new Well No. 2 building site, which is currently being designed by RH2 Engineering.
2. Develop a comprehensive Energy Services Proposal (ESP)
3. Develop a proposal for ongoing Measurement and Verification (M&V).

The target facilities to be studied are as follows:

- Well No. 2 Building Site (Ref. Attached Site Photo)

FOCUS AND OUTCOME OF STUDY | McKinstry proposes under this Investment Grade Audit to develop potential energy conservation and renewable energy measures to either save energy, or produce energy, and align with City of College Place Strategic Plan, Infrastructure Investment, "Working with partners, the City promotes sustainability and conservation in the use of renewable resources, such as facilitating solar array installation on roofs and walls".

- 100 kW solar array at the new Well No. 2 building site

McKinstry will conduct this Investment Grade Audit over the next 90 days in anticipation of developing a Guaranteed Maximum Construction Cost by the end of November or sooner. McKinstry will assist City of College Place in securing any Washington State Production Incentives and Washington State Department of Commerce grants.

Timing is critical to obtain the Washington State Solar Production Incentives as the current base rate of \$.04/kWh plus Washington made panel/inverter bonus of \$.04/kWh decreases to \$.02/kWh and \$.03/kWh by June 30th of 2019. The system must be fully certified by this date and certification may take up to 30 days from the date of submission of the application. McKinstry will plan to submit the application when the renewable energy system passes final electrical inspection.

SCOPE OF WORK | McKinstry will complete the following actions leading to implementation of performance-based initiatives:



Investment Grade Audit Proposal

Investment Grade Audit (IGA): The study will identify and analyze facility and site improvement measures along with their associated savings, costs, and potential for utility rebates and/or grants.

- The preliminary list of opportunities to be investigated can be found in *Section 4.1 "Preliminary Phase 1 FIM list – Attachment A"*.
- Provide a rough order of magnitude and pre-final review with the client to determine improvement measures contained in the final project proposal.
- Develop GMAX (Guaranteed Maximum Construction Costs) project budget and guaranteed energy savings.
- Deliver an Energy Services Proposal for implementation of selected initiatives with associated energy cost savings, project costs, and payback information. The deliverables associated with the energy service proposal can be found in *Attachment B – "Investment Grade Audit Deliverables"*.
- The breakdown of hours by trade for the Investment Grade Audit can be found in *Attachment C – "Investment Grade Audit Matrix"*.

REQUESTED INFORMATION AND COORDINATION | For effective execution of this proposal, we request City of College Place to provide access to the following:

- Historical utility bills for the last 36 months
- RH2 design documents for Well No. 2 building and design engineer for site collaboration
- Any site-specific surveys related to soil or any contaminants
- Nearest location for PP&L electrical service
- Operational records related to the cost of maintaining specific equipment, as well as copies of existing service agreements;
- Access to individuals that have relevant information pertaining to the day-to-day operation of energy using systems at this site.
- Capital Improvement Plan (CIP) budget information
- Previous energy studies and water system plan
- Previous design documents for above scope items
- City to coordinate with RH2 engineering to provide geotechnical study for the solar site (This is the most cost-effective approach for the City given RH2 is currently designing the well No. 2 site).
- City to coordinate with RH2 to survey the balance of the Well No. 2 site.
- City to coordinate with RH2 for completion of a Technical Stormwater Memorandum for the site (This is the most cost-effective approach for the City given RH2 is currently designing the well No. 2 site).

TIMELINE AND MILESTONES | McKinstry will initiate this scope of work immediately upon the execution of an agreement with City of College. Formal progress review meetings will be conducted regularly throughout the study phase. During these review meetings, McKinstry will recommend measures, while City of College Place will provide final direction regarding recommended measures. The goal of these review meetings is to focus engineering efforts, budgeting, and savings assessment on those measures that possess a high probability for implementation. During this time, McKinstry will provide a detailed measurement and verification plan for the energy savings.

COST EFFECTIVENESS CRITERIA | It is City of College Place's intent to have McKinstry implement approved projects that meet the following criteria:

- A solar array design and configuration that best utilizes the existing site to maximize solar production and address the City of College Place's goal for demonstrated use of solar energy.
- The solar array project will need to be funded through the 2019 Capital Project Budget and CIP, or with other city funds in order to meet;
 - the target date for completing implementation of the solar panels in parallel with the Well No. 2 project which is slated to be complete by summer 2019.



Investment Grade Audit Proposal

- The 1:1 capital to grant funding leverage ratio required by the Department of Commerce Solar Grant program.
- Commerce Grant Rounds; first opportunity for submitting a solar grant application will be in the fall of 2018, with a subsequent round that will be announced for 2019.
- City of College Place interconnection agreement with Pacific Power & Light.
- McKinstry will work with the following entities to assist with securing solar grant funding and Washington State production incentives:
 - Department of Commerce Solar Grant Program (City to submit in the next grant round which is fall of 2018, then again in 2019, if necessary)
 - Work to obtain Washington State production incentives

FEE BILLING | All fees assessed under this Investment Grade Audit Proposal will be rolled into the final project cost. In the event that McKinstry is unable to recommend projects that meet the above criteria, City of College Place has no financial obligation to McKinstry. However, if the recommendations meet or exceed the "Criteria for Implementation" (list above), and City of College Place chooses not to enter into an agreement with McKinstry to implement the projects, City of College Place shall reimburse McKinstry for its time and expenses, not to exceed **\$10,990**. All associated information, including deliverables, will become the property of City of College Place upon final receipt of payment.

We appreciate the opportunity to serve City of College Place as your energy partner. Please let us know if we can answer any questions or provide you with additional information.

Respectfully,



Casey McGourin, PE
Program Manager
McKinstry

cc: Dave Ray - McKinstry

4.1 Preliminary Phase I FIM List - Attachment A

Project	City of College Place
Scenario	Preliminary FIM List
Date	September 12, 2018

FIM #	Building	FIM Name	FIM Description	Strategic Benefit
1	City of College Place	100 kW solar array - Well No. 2	Design and install a ground-mounted solar array at the Well No. 2 building site	Meets College Place's Strategic Plan for promoting and demonstrating sustainability and the use of renewable energy sources. Provides a public facing demonstration of the City's commitment to utilizing renewable energy.

Attachment B

The final Energy Services Proposal (ESP) will include the following elements:

1. A description of the facility and a description of those buildings and systems which shall receive McKinstry Equipment and McKinstry Services;
2. The cost effective Facility Improvement Measures (FIMs) to be installed or caused to be installed by McKinstry and a description of the FIMs analyzed but disqualified under the cost effectiveness criteria;
3. A description of the services that McKinstry will perform or cause to be performed on or in the facility, including but not limited to engineering, construction management, training for facility personnel, warranty services and O&M documentation;
4. The Guaranteed Maximum Price for implementation, itemized in detail, which may be amended to represent actual costs;
5. Recommendations for replacement of existing equipment, along with recommendations for improvements to existing equipment and operating conditions;
6. The standards of comfort and service appropriate for the facility;
7. The baseline energy consumption for the facility, including the data, methodology and variables used to compute the baseline, and the baseline calendar period which shall not be less than twelve (12) months;
8. The Guaranteed energy savings and energy cost savings that are expected to result from the installation of McKinstry Equipment and from McKinstry Service, and an explanation of the method used to make the estimate;
9. The method by which Energy Savings and Energy Cost Savings will be calculated during the term of the Energy Services Agreement;
10. A description of how the Energy Cost Savings will be guaranteed by McKinstry;
11. A description of how McKinstry proposes to be compensated;
12. The term of the Energy Services Agreement;
13. The schedule for project completion

IGA COST ESTIMATE - Attachment C

JOB NAME	City of College Place	Program Manager:						Casey McGourin								
Locn:	College Place, WA	Account Manager:						David Ray								
Job #		Date:						9/12/18								
Line Item	ITEM	Development Manager	Program Manager	Energy Engineer	Lighting Engineer	Design Engineer	Design Manager	Proj Mgr/ Constr. Mgr	Account Executive	Estimator	Administrative Support	Commissioning Engineer	Architect	Structural Engineer	Electrical Engineer	Totals
1	Preliminary/ ROM Phase															
2	Facility Walkthrough															0
3	FIM Matrix Development/Scope Definition															0
4	Deploy Loggers															0
5	ROM Energy Savings (Based on Number of FIMs)															0
6	ROM Construction Cost Estimate															0
7	Client Meetings/Presentations (2) Kickoff/ROM Pres															0
8	Travel Time															0
9	Prefinal Phase															
10	PA Plan and client / state review															0
11	Site Surveying / data gathering (Pre-Retrofit Measurements)															0
12	Detailed Lighting Audit															0
13	Analyzing Audit Data															0
14	Guaranteed Energy and Operational Calculations			10												10
15	Design Engineering															
16	Cost estimating		8					8								16
17	Additional Site Walkthrough															0
18	Utility rebate coordination			4												4
19	Packaging Scenarios/Deliverables		2	2				4								8
20	Final Risk Review	2	2	1				1								6
21	Pre-Final Risk Review			1												1
22																
23	DES Presentation		8						8							16
24	ESP Development		2	8												10
25	Final Scoping		4						4							8
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Project Costs Worksheet

Agency Name: SonBridge Center for Better Living

Program / Project Name: Valley Adventure Camps & Hispanic Youth Leadership

Indicate below how funds will be used and at what level, being as specific as possible. Staff training and travel and capital infrastructure costs are ineligible for funding. Equipment and supplies that relate directly to the program being offered (such as renting a bus or van for trips) are eligible. Supplies must not exceed a \$5000/unit maximum cost.

Project Costs	Summer 2022
Staff	\$ 13553
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) <i>(must be directly related to program being offered)</i>	\$ 3972
Scholarships or subsidies	\$ 9350
Transportation	\$ 3300
Facilities	\$ 0
Professional Services (please be specific on type of service)	\$ 0
Fees for activities or field trips (such as entrance fees for field trips)	\$ 2200
**Meals	\$
Other (please specify)	\$
TOTAL	\$ 32375

**Is your agency a current sponsor of the OSPI meal program or are you planning on being a site for the first time in the summer of 2022? (Only if the answer is "no" can meals be an allowable expense.)

College Place Public Schools SEEK Grant Application Narrative:

College Place Public Schools, at the direction of its Board of Directors is pursuing funding avenues to support our students in healthy activities. We have seen a significant decline in student health, level of physical activity, and ability to successfully interact with other same-age peers. Due to the isolation of the pandemic, finding an array of activities that can persist year-round to keep students engaged will be critical to our community students' growth moving forward. This request will support our current endeavors to provide after-school and weekend activities to keep our students active.

We are looking to target students exiting grades Kindergarten through four for summer 2022 from our Elementary School (Davis Elementary) and hoping to support the private elementary students in our community as well if possible. The goal will be to bridge the roughly ten weeks of summer with week long instruction and engagement in fun activities. Students of all income levels will be able to participate as we utilize a sliding scale to adjust costs based on their Federal Free/Reduced Meal status. We would expect that we could staff roughly 100 campers over the summer to provide for proper supervision. The District would offer its buses and facilities to be used without a rental fee; only gas, driver, and cleaning fees

The request is to fund four staff members full time for the duration of the summer to include four weeks included for recruitment, setup and logistics. Each employee will be full time at forty hours per week with hourly wages between \$18.00-\$28.00/hour depending on level (one supervisor and three employees). Each employee will be responsible for designing the lessons, games, and activities and for their instruction. Staff will be responsible for student supervision from arrival until departure.

Grant funds will be combined with District dollars to provide supplies that will allow for the use of shared spaces. Multiple portable soccer goals will allow for games on multiple fields simultaneously and support long-term development of larger programs. Portable pickleball nets and the equipment will allow for outdoor spaces of sidewalks and courts to become pickleball courts. Portable volleyball nets and standards too will allow for transforming any outdoor space into a useable volleyball court. Finally, Frisbee Golf goals will be purchased to create courses for students to use and enjoy.

The goal is to create a program that students can engage in numerous activities over a number of weeks that will promote them getting active, learning new skills, working as a part of team, gaining interpersonal and social skills, and return them for the 2022-2023 school year prepared and ready for success.

50Kiwanis Park Summer Day Camp
Provided by Camp Fire Walla Walla

Funds Requested: \$50,000

Program Focus Area(s): Youth Summer Day Camp (primary focus); Art Programs, Environmental Programs, STEM, Outdoor Recreation (secondary focus)

Communities Impacted: Low-income families, Rural or geographically isolated families (primary focus); English as a second language, Youth in foster care (secondary focus)

PROGRAM DESCRIPTION

Describe the youth experience the program will provide (what they will do):

The Camp Fire Day Camp experience includes a blend of small and large group activities that promote the Camp Fire mission: To provide youth with opportunities to find their spark, lift their voice, and discover who they are. We offer a wide variety of activities: sports and field games, art, music, science experiments, cooperative games, reading, skits and storytelling, gardening, swimming, hiking and nature exploration, and community service projects. Through these activities, we strive to help children explore new interests and develop skills, build healthy social-emotional connections with each other, improve physical and mental health, and practice leadership, communication, and solution-finding skills.

Detail how the program will prioritize activities that promote students connecting socially with their classmates, encourage students to engage in physical activity, and address participants' mental health and academic needs:

To meet the social, emotional, and academic needs of our campers and to provide them with engaging and enriching outdoor experiences, we plan activities with some (very positive) ulterior motives in mind. Rather than just including simple directions for accomplishing each activity or task, our day camp lesson plans have a deeper purpose. For instance, while campers may think they are simply making a list of activities they would like to do, Camp Fire staff teach them the process of brainstorming, what it means to reserve judgement, techniques for making sure everyone has a turn to express their opinion, methods of making fair decisions

together, discussing pros and cons, etc. An art project is rarely just an art project; a soccer game is rarely just a soccer game...they are opportunities to develop social-emotional skills with the guidance of camp counselors who are skilled in the art of facilitation.

Describe how each program will enhance access for those who have been historically underserved or are struggling due to income disparities and/or COVID-19 impacts (students from low-income families, students of color, children with disabilities, English learners, migratory students, students experiencing homelessness, and children and youth in foster care)?

Our schedule and selection of activities promotes campers connecting socially with their peers and encourages physical activity. We offer children a chance to select activities that interest them individually, as well as plenty of opportunities to participate in group activities that they might not yet realize they enjoy. While we want campers to feel comfortable, we also want to challenge them to go outside their comfort zone...try new activities, meet new people, join an active game when they usually tend to like quiet reading, try painting when they usually gravitate toward sports. While our campers' parents appreciate the variety of activities, the aspect of day camp they appreciate most is having dependable, affordable childcare.

List ways in which the program will reduce/remove institutional and systemic barriers to participation.

- Income Based Fees: The weekly fee will be variable based on family income, and additional scholarship funds will be available for families whose financial circumstances are further constrained.
- Bilingual Staff & Promotional Materials: Several of staff are bilingual/bicultural and able to help ESL families with registration. Our promotional and informational material will be printed in both Spanish and English.
- Central Location: Camp is intentionally located at Kiwanis Park, a central location that is within walking distance and/or on a bus route for families who lack transportation.

Explain how these funds allow your agency to provide services that it would not be able to otherwise.

Receiving these funds will allow us to set camp fees at a level that is financially affordable for more families and provide additional financial assistance to families with constrained incomes.

List program partnerships with organizations that work with underserved and/or economically disadvantaged youth populations.

We are partnering with the City of College Place (use of Kiwanis Park), Place Public Schools (emergency use of Davis Elementary), and United Way of the Blue Mountains (limited financial support) to provide Camp Fire Day Camp to families in the College Place school district.

Indicate whether the program for which you are seeking funds is fee-based. If fees are charged, please indicate whether your program will provide scholarships for underserved populations or other ways your program will ensure that costs are not a barrier.

The actual break-even cost of running this program is \$235 per child per week, assuming 40 participants. With grant funding, program fees will be set at \$150 per child per week. This is an \$85 subsidy per child per week, totaling \$34,000. We are also requesting an additional \$16,000 to provide additional financial assistance through scholarships to particularly low-income families. The financial assistance application process will be clear and well-promoted, and available in both English and Spanish. Beyond the \$50,000 total grant request, additional donations from local organizations and individuals will be sought to provide additional need-based financial assistance so that cost is not a barrier.

Provide the estimated number of hours each participant will spend outdoors:

Campers check-in between 7:30 – 9am and check-out between 4 – 5:30pm, and the program is based outside at Kiwanis Park picnic shelter. Although we can go inside Davis Elementary in the event of inclement weather, our campers will spend 7-10 hours outside every day.

Explain time frames during which the program will be offered. Include the number of hours per day or week as well as the planned dates for the program during the summer of 2022.

The program will run Monday – Friday for 10 weeks, June 20 – August 26. 7:30am – 5:30pm. Most campers attend for the full day, participating in activities for 35-50 hours per week.

YOUTH SERVED

Describe the K-12 youth (ages 4 to 21) who will participate and be served through this program.

The Camp Fire Day Camp program is available to children entering 1st – 6th grade this coming school year. They and their families are residents of College Place and/or students in the College Place school district.

Describe your outreach, specifically noting how you plan to serve those most impacted by the COVID-19 pandemic such as students from low-income families, students of color, children with disabilities, English learners, migratory students, students experiencing homelessness, and children and youth in foster care.

College Place has fewer outdoor recreation opportunities and a population that includes more financially strained families, more people of color, and more English language learners. We will share print and electronic materials in both Spanish and English and collaborate with local agencies who work closely with under-served populations to get the word out about our programs and financial assistance.

Explain how target youth populations will be recruited to participate.

Our recruiting includes Spanish-English printed materials which will be shared throughout the community and school district, with a particular focus on getting information into the hands of low-income families. Through the financial assistance application process, low-income families will have priority in registering early for the program.

Explain how these funds will create more access to underserved and/or economically disadvantaged youth.

With grant funding, program fees will be set at a level that is financially affordable and variable, based on families' income level, and additional financial assistance will be available to low-income, under-served families as needed.

List any barriers that prevent participants from outdoor programming?

We have tried to mitigate and minimize barriers that prevent children from participating in our program and are able to serve children experiencing a mild to moderate level cognitive and/or physical challenges.

Provide potential number of K-12 youth (ages 4 to 21) who would be served.

We hope to serve at least 40 children during each of the 10-week sessions.

Main Contact Information

Name: Janet Adams

Email: janet@wwcampfire.org

Phone: 5095253180

SEEK Funding Opportunity Subcontractor Funding Agreement

Association of Washington Cities
Service Subcontract (“Subcontract”) with

City of College Place
through

Summer Experiences & Enrichment for Kids Fund (SEEK Fund)
A program of the Washington Office of Superintendent of Public Instruction
(OSPI)

For

Jurisdiction Name	City of College Place
Program Description	1. City of College Place & Sonbridge Center for Better Living: Valley Adventure Camps & Hispanic Youth Leadership 2. City of College Place & College Place Public Schools: Youth Intramural Recreation Programming 3. City of College Place, WA & Campfire Walla Walla Summer Camp Program

Start date: April 15, 2022

End date: November 15, 2022

FACE SHEET**Subcontract Number: 22-19****Association of Washington Cities (AWC)****Summer Experiences & Enrichment for Kids (SEEK) Fund**

The Association of Washington Cities (AWC) is working in collaboration with and generally under the direction from OSPI to provide evidence-based, outdoor, summer enrichment programs to youth in K-12 (ages 4-21). Funds for this subcontract are intended to prevent, prepare for, or respond to the COVID-19 pandemic, including its impact on the social, emotional, mental health, and academic needs of students.

1. Subcontractor Agency Name Mailing Address Physical Address Phone Number		2. Subcontractor Doing Business As (optional) DBA Name DBA Mailing Address DBA Physical Address	
3. Subcontractor Representative Michael Rizzitiello mrizzitiello@cpwa.us		4. AWC Representative Jacob Ewing Legislative Policy Analyst (360) 753-4137 jacob@awcnet.org 1076 Franklin Street SE Olympia, WA 98501	
5. Subcontract Amount \$216375	6. Start Date April 15, 2022	7. End Date November 15, 2022	8. Tax ID # Insert Tax ID
9. Subcontract Purpose Carry out summer activities under the OSPI SEEK program as described in Attachment A.			
AWC and the Subcontractor, as defined above, acknowledge and accept the terms of this Subcontract and attachments and have executed this Subcontract on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Subcontract are governed by this Subcontract and the following other documents incorporated by reference: Subcontractor General Terms and Conditions including Attachment "A" – SEEK Application/Scope of Work; Attachment "B" – Project Costs Worksheet; Attachment "C" – Subcontractor Data Collection; Attachment (D) – Subcontractor Agent(s); Attachment E - Proclamation 21-14 COVID-19 Vaccination Certification.			
FOR SUBCONTRACTOR _____ _____ Date		FOR Association of Washington Cities _____ _____ Date	

Last revision 11/23/2021

SEEK Funding Opportunity Subcontractor Funding Agreement

1. **SUBCONTRACT MANAGEMENT**

The Representative for each of the parties shall be responsible for and shall be the Subcontract contact person for all communications and billings regarding the performance of this Subcontract.

The Representative for AWC and their contact information are identified on the Face Sheet of this Subcontract.

The Representative for the Subcontractor and their contact information are identified on the Face Sheet of this Subcontract.

2. **PAYMENT**

AWC shall pay an amount not to exceed **\$216375** for the performance of all things necessary for or incidental to the performance of work as set forth in the SEEK Application and described in Attachment A. Subcontractor's compensation for services rendered shall be based on the completion of duties as outlined in the SEEK application, in Attachment A, in accordance with the following sections.

3. **BILLING PROCEDURES AND PAYMENT**

AWC will reimburse Subcontractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for AWC not more often than monthly. Subcontractor will use the invoice form provided by AWC to request reimbursement.

The invoices shall describe and document, to AWC's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the **Subcontract Number 22-19**. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

If errors are found in the submitted invoice or supporting documents, AWC will notify the Subcontractor to make corrections in a timely manner, resubmit the invoice and/or supporting documentation as requested, and notify AWC.

Payment shall be considered timely if made by AWC within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Subcontractor.

AWC may, in its sole discretion, terminate the Subcontract or withhold payments claimed by the Subcontractor for services rendered if the Subcontractor fails to satisfactorily comply with any term or condition of this Subcontract.

No payments in advance or in anticipation of services or supplies to be provided under this Subcontract shall be made by AWC.

Duplication of Billed Costs

The Subcontractor shall not bill AWC for services performed under this Subcontract, and AWC shall not pay the Subcontractor, if the Subcontractor is entitled to payment or has been or will be paid by any other source, including grants, for that service. This does not include fees charged for summer recreation programs.

Disallowed Costs

The Subcontractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

SEEK Funding Opportunity Subcontractor Funding Agreement

Final Reimbursement and Reporting Deadline

When the project is completed the Subcontractor must submit a final invoice, final report, and supporting documents needed to close out the project no later than **October 1, 2022**.

AWC shall withhold 10 percent (10%) from each payment until acceptance by AWC of the final reporting from the Subcontractor has been submitted and verified.

4. SUBCONTRACTOR DATA COLLECTION/REPORTING REQUIREMENTS

Subcontractor will submit reports, in a form and format to be provided by AWC (See Attachment C). Data must be provided to AWC along with final billing.

5. AGENT(S)

Agent(s) in this contract refers to any third-party entity and its employees that the Subcontractor has subcontracted with to provide services funded through this agreement. The Subcontractor is responsible for ensuring that any agent complies with the provision herein.

Any of the Subcontractor's agent(s) that will provide director supervision of youth through programs funded by this contract must be listed in Attachment D – Subcontractor Agent(s) and must provide proof of insurance per Section 6 of this document.

6. INSURANCE

a. Workers' Compensation Coverage. The Subcontractor shall at all times comply with all applicable workers' compensation, occupational disease, and occupational health and safety laws, statutes, and regulations to the fullest extent applicable. This requirement includes the purchase of industrial insurance coverage for the Subcontractor's employees, as may now hereafter be required of an "employer" as defined in Title 51 RCW. Such workers' compensation and occupational disease requirements shall include coverage for all employees of the Subcontractor, and for all employees of any subcontract retained by the Subcontractor, suffering bodily injury (including death) by accident or disease, which arises out of or in connection with the performance of this Subcontract. Satisfaction of these requirements shall include, but shall not be limited to:

- i. Full participation in any required governmental occupational injury and/or disease insurance program, to the extent participation in such a program is mandatory in any jurisdiction;
- ii. Purchase workers' compensation and occupational disease insurance benefits to employees in full compliance with all applicable laws, statutes, and regulations, but only to the extent such coverage is not provided under mandatory governmental program in "a" above, and/or;
- iii. Maintenance of a legally permitted and governmentally approved program of self-insurance for workers' compensation and occupational disease.

Except to the extent prohibited by law, the program of the Subcontractor's compliance with workers' compensation and occupational disease laws, statutes, and regulations in 1), 2), and 3) above shall provide for a full waiver of rights of subrogation against AWC, its directors, officers, and employees.

SEEK Funding Opportunity Subcontractor Funding Agreement

If the Subcontractor, or any agent retained by the Subcontractor, fails to effect and maintain a program of compliance with applicable workers' compensation and occupational disease laws, statutes, and regulations and AWC incurs fines or is required by law to provide benefits to such employees, to obtain coverage for such employees, the Contractor will indemnify AWC for such fines, payment of benefits to Subcontractor or Subcontractor employees or their heirs or legal representatives, and/or the cost of effecting coverage on behalf of such employees. Any amount owed AWC by the Subcontractor pursuant to the indemnity may be deducted from any payments owed by AWC to the Subcontractor for the performance of this Subcontract.

b. Automobile Insurance. In the event that services delivered pursuant to this Subcontract involve the use of vehicles, owned or operated by the Subcontractor, automobile liability insurance shall be required. The minimum limit for automobile liability is:

\$1,000,000 per accident, using a Combined Single Limit for bodily injury and property damage.

c. Business Automobile Insurance. In the event that services performed under this Subcontract involve the use of vehicles or the transportation of clients, automobile liability insurance shall be required. If Subcontractor-owned personal vehicles are used, a Business Automobile policy covering a minimum Code 2 "owned autos only" must be secured. If the Subcontractor's employees' vehicles are used, the Subcontractor must also include under the Business Automobile policy Code 9, coverage for "non-owned autos." The minimum limits for automobile liability is:

\$1,000,000 per accident, using a Combined Single Limit for bodily injury and property damage.

d. Public Liability Insurance (General Liability). The Subcontractor shall at all times during the term of this Subcontract, at its cost and expense, carry and maintain general public liability insurance, including contractual liability, against claims for bodily injury, personal injury, death, or property damage occurring or arising out of services provided under this Subcontract. This insurance shall cover such claims as may be caused by any act, omission, or negligence of the Subcontractor or its officers, agents, representatives, assigns or servants. The limits of liability insurance, which may be increased from time to time as deemed necessary by AWC, with the approval of the Subcontractor (which shall not be unreasonably withheld), shall not be less than as follows:

Each Occurrence	\$1,000,000
Products-Completed Operations Limit	\$2,000,000
Personal and Advertising Injury Limit	\$1,000,000
Fire Damage Limit (any one fire)	\$ 50,000

e. Local Governments that Participate in a Self-Insurance Program.

Alternatively, Subcontractors may maintain a program of self-insurance or participate in a property/liability pool with adequate limits to comply with the Subcontract insurance requirements or as is customary to the contractor or subcontractor's business, operations/industry, and the performance of its respective obligations under this Subcontract.

SEEK Funding Opportunity Subcontractor Funding Agreement

- f. Additional Insured.** The Office of Superintendent of Public Instruction, and the Association of Washington Cities, shall be specifically named as an additional insured on all policies, including Public Liability and Business Automobile, except for liability insurance on privately-owned vehicles, and all policies shall be primary to any other valid and collectible insurance.

AWC and OSPI may waive the requirement to be specially named as an additional insured on policies, including Public Liability and Business Automobile, provided that the Subcontractor provides: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pools must comply with RCW 48.62, the requirements of the Office of Risk Management and Local Government Self Insurance Program, the Washington State Auditor's reporting requirements and all related federal and state regulations.

Subcontractors participating in a joint risk pool shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The AWC and OPSI, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

- g. Proof of Insurance.** Certificates and or evidence satisfactory to the AWC confirming the existence, terms and conditions of all insurance required above shall be delivered to AWC within five (5) days of the Subcontractor's receipt of Authorization to Proceed.

- h. General Insurance Requirements.** Subcontractor shall, at all times during the term of the Subcontract and at its cost and expense, buy and maintain insurance of the types and amounts listed above. Failure to buy and maintain the required insurance may result in the termination of the Subcontract at AWC's option. By requiring insurance herein, AWC does not represent that coverage and limits will be adequate to protect Subcontractor and such coverage and limits shall not limit Subcontractor's liability under the indemnities and reimbursements granted to AWC in this Subcontract.

Subcontractor shall include all agents of the Subcontractor as insureds under all required insurance policies, or shall furnish proof of insurance and endorsements for each agent. Agent(s) must comply fully with all insurance requirements stated herein. Failure of agent(s) to comply with insurance requirements does not limit Subcontractor's liability or responsibility.

7. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Subcontract and Subcontractor General Terms and Conditions
- Attachment A – SEEK Application & Scope of Work
- Attachment B – Budget and Project Costs Worksheet
- Attachment C – Subcontractor Reporting Requirements
- Attachment D – Subcontractor Agent(s)
- Attachment E - Proclamation 21-14 COVID-19 Vaccination Certification

SEEK Funding Opportunity Subcontractor Funding Agreement

SUBCONTRACTOR GENERAL TERMS AND CONDITIONS

1. **Access to Data.** In compliance with Chapter 39.26 RCW, the Subcontractor shall provide access to data generated under this Subcontract to AWC, and to the extent necessary to comply with RCW 39.26, the Joint Legislative Audit and Review Committee, and the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the Subcontractor's reports, including computer models and methodology for those models.
2. **Alterations and Amendments.** This Subcontract may be amended only by mutual agreement of the parties in writing. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.
3. **Americans with Disabilities Act (ADA) of 1990, Public Law 101-336, also referred to as the "ADA" 28 CFR Part 35.** In relation to this Subcontract, the Subcontractor must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.
4. **Assignment.** Neither this Subcontract, nor any claim arising under this Subcontract, shall be transferred or assigned by the Subcontractor without prior written consent of AWC.
5. **Assurances.** AWC and the Subcontractor agree that all activity pursuant to this Subcontract will be in accordance with all applicable current federal, state and local laws, rules and regulations.
6. **Attorney's Fees.** In the event of litigation or other action brought to enforce contract terms, each party agrees to bear its own attorney's fees and costs.
7. **Budget Revisions.** Any monetary amount budgeted by the terms of this Subcontract for various activities and line item objects of expenditure, as outlined in Attachment B – Budget and Project Costs Worksheet, may be revised without prior written approval of AWC, so long as the revision is no more than ten percent (10%) of the original line item amount and the increase in an amount is offset by a decrease in one or more other amounts equal to or greater than the increase. All other budget revisions exceeding ten percent (10%) shall only be made with the prior written approval of AWC. Subcontractor will use the funding change request form provided by AWC to request these budget revisions.
8. **Certification Regarding Debarment, Suspension, and Ineligibility.** The Subcontractor certifies that neither it nor its principals are debarred, suspended, proposed for debarment, or voluntarily excluded from participation in transactions by any federal department or agency. The Subcontractor further certifies that they will ensure that potential subcontractors or any of their principals are not debarred, suspended, proposed for debarment, or voluntarily excluded from participation in covered transactions by any federal department or agency. "Covered transactions" include procurement contracts for goods that are expected to equal or exceed twenty-five thousand dollars (\$25,000). Subcontractor may do so by obtaining a certification statement from the potential subcontractor or subrecipient or by checking online at the System for Award Management (SAM), Excluded Parties List. The Subcontractor shall immediately notify the AWC if, during the term of this subcontract, Subcontractor becomes debarred. AWC may immediately terminate this Subcontract by providing Subcontractor written notice if Subcontractor becomes debarred during the term of this Subcontract.

SEEK Funding Opportunity Subcontractor Funding Agreement

The Subcontractor also certifies that neither it nor its principals are debarred, suspended, or proposed for debarment from participation in transactions by any state department or agency. The Subcontractor further certifies that they will ensure that potential subcontractors or any of their principals are not debarred, suspended, or proposed for debarment from participation in covered transactions by any state department or agency.

- 9. Certification Regarding Lobbying.** The Subcontractor certifies that Federal-appropriated funds will not be used to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress or an employee of a member of Congress in obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Subcontractor shall require its agents to certify compliance with this provision.
- 10. Certification Regarding Wage Violations.** The Subcontractor certifies that within three (3) years prior to the date of execution of this Subcontract, Subcontractor has not been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of RCW chapters 49.46, 49.48, or 49.52.

The Subcontractor further certifies that it will remain in compliance with these requirements during the term of this Subcontract. Subcontractor will immediately notify AWC of any finding of a willful violation entered by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction entered during the term of this Subcontract.

- 11. Change in Status.** In the event of substantive change in the legal status, organizational structure, or fiscal reporting responsibility of the Subcontractor, Subcontractor agrees to notify AWC of the change. Subcontractor shall provide notice as soon as practicable, but no later than thirty (30) days after such a change takes effect.
- 12. Confidentiality.** The Subcontractor acknowledges that all of the data, material and information which originates from this Subcontract, and any student assessment data, material and information which will come into its possession in connection with performance under this Subcontract, consists of confidential data owned by AWC or confidential personally identifiable data subject to the federal Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) or other privacy laws, and that the data must be secured and protected from unauthorized disclosure by the Subcontractor. The Subcontractor is wholly responsible for compliance with FERPA requirements.

The Subcontractor, therefore, agrees to hold all such material and information in strictest confidence, not to make use thereof other than for the performance of this Subcontract, to release it only to authorized employees and agents requiring such information and not release or disclose it to any other party. The Subcontractor agrees to release such information or material only to employees and agents who have signed a written agreement expressly prohibiting disclosure or usages not specifically authorized by this Subcontract. The parties acknowledge the release of records may be subject to the Public Records Act, RCW 42.56, and further acknowledge that Washington law and court order may compel disclosure of certain records; this provision does not apply to records compelled by law or court order.

- 13. Copyright Provisions.** Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and copyright shall be owned by the

SEEK Funding Opportunity Subcontractor Funding Agreement

Superintendent of Public Instruction (Superintendent). The Superintendent shall be considered the author of such Materials. If Materials are not considered “works for hire”, Subcontractor hereby irrevocably assigns all right, title, and interest in Materials, including all intellectual property rights, to the Superintendent effective from the moment of creation of such Materials.

Materials means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Copyright ownership includes the right to patent, register and the ability to transfer these rights.

Subcontractor understands that, except where otherwise agreed to in writing or approved by the Superintendent or designee, all original works of authorship produced under this Contract shall carry a [Creative Commons Attribution License](#), version 4.0 or later.

All Materials the Subcontractor has adapted from others’ existing openly licensed resources must be licensed with the least restrictive open license possible that is not in conflict with existing licenses.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, Subcontractor will license the materials to allow others to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. If the Subcontractor would like to limit these pre-existing portions of the work to [non-commercial use](#), the [Creative Commons Attribution-NonCommercial-ShareAlike](#) license, version 4.0 or later, is acceptable for these specific sections.

The Subcontractor warrants and represents that Subcontractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to apply such a license.

The Subcontractor shall exert all reasonable effort to advise the Superintendent, at the time of delivery of data furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Superintendent shall receive prompt written notice of each notice or claim of infringement received by the Subcontractor with respect to any data delivered under this Contract. The Superintendent shall have the right to modify or remove any restrictive markings placed upon the data by the Subcontractor.

- 14. Covenant Against Contingent Fees.** The Subcontractor warrants that no person or selling agent has been employed or retained to solicit or secure this Subcontract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established agent maintained by the Subcontractor for the purpose of securing business. AWC shall have the right, in the event of breach of this clause by the Subcontractor, to annul this Subcontract without liability or, in its discretion, to deduct from the contract price or consideration or recover by other means the full amount of such commission, percentage, brokerage or contingent fees.
- 15. Disputes.** In the event that a dispute arises under this Subcontract, the parties will use their best efforts to amicably resolve any dispute, including use of alternative dispute resolution options.

SEEK Funding Opportunity Subcontractor Funding Agreement

- 16. Duplicate Payment.** AWC shall not pay the Subcontractor, if the Subcontractor has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.
- 17. Entire Agreement.** This Subcontract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Subcontract shall be deemed to exist or to bind any of the parties hereto.
- 18. Ethical Conduct.** Neither the Subcontractor nor any employee or agent of the Subcontractor shall participate in the performance of any duty or service in whole or part under this Subcontract in violation of, or in a manner that violates any provision of the Ethics in Public Service law at Chapter 42.52 RCW, RCW 42.17A.550, RCW 42.17A.555, and 41.06.250 prohibiting the use of public resources for political purposes.
- 19. Governing Law and Venue.** This Subcontract shall be construed and interpreted in accordance with the laws of the State of Washington and the venue of any action brought hereunder shall be in Superior Court for Thurston County.
- 20. Indemnification.** To the fullest extent permitted by law, Subcontractor shall indemnify, defend and hold harmless AWC and all officials, agents, and employees of AWC, from and against all claims for injuries or death arising out of or resulting from the performance of this Subcontract. "Claim" as used in this Subcontract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or destruction of tangible property including loss of use resulting therefrom. Additionally, "claims" shall include but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, or otherwise results in an unfair trade practice or in unlawful restraint of competition. Subcontractor's obligation to indemnify, defend and hold harmless includes any claim by Subcontractor's agents, employees, representatives, or any subcontractor or its employees.
- Subcontractor expressly agrees to indemnify, defend, and hold harmless AWC for any and all claims, costs, charges, penalties, demands, losses, liabilities, damages, judgments, or fines out of or incident to Subcontractor's or its subcontractor's performance or failure to perform the Subcontract. Subcontractor's obligation to indemnify, defend, or hold harmless AWC shall not be eliminated or reduced by any actual or alleged concurrent negligence by AWC, or their agents, employees, or officials.
- Subcontractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless AWC, and their agents, employees, or officials.
- 21. Independent Capacity of the Subcontractor.** The parties intend that an independent Subcontractor relationship will be created by this Subcontract. The Subcontractor and his/her employees or agents performing under this Subcontract are not employees or agents of AWC. The Subcontractor will not hold itself out as nor claim to be an officer or employee of AWC, the Superintendent or of the state of Washington by reason hereof, nor will the Subcontractor make any claim or right, privilege, or benefit which would accrue to such employee under law. Conduct and control of the work will be solely with the Subcontractor.

SEEK Funding Opportunity Subcontractor Funding Agreement

- 22. Licensing and Accreditation Standards.** The Subcontractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements/standards, necessary to the performance of this Subcontract.
- 23. Limitation of Authority.** Only AWC or AWC's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Subcontract. Furthermore, any alteration, amendment, modification, or waiver or any clause or condition of this Subcontract is not effective or binding unless made in writing and signed by AWC.
- 24. Non-Discrimination.** The Subcontractor shall comply with all the federal and state non-discrimination laws, regulations and policies, which are otherwise applicable to AWC. Accordingly, no person shall, on the ground of sex, race, creed, religion, color, national origin, marital status, families with children, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal, be unlawfully excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed by the Subcontractor and its agents under this Subcontract. The Subcontractor shall notify AWC immediately of any allegations, claims, disputes, or challenges made against it under non-discrimination laws, regulations, or policies, or under the Americans with Disabilities Act. In the event of the Subcontractor's noncompliance or refusal to comply with this nondiscrimination provision, this Subcontract may be rescinded, cancelled or terminated in whole or part, and the Subcontractor may be declared ineligible for further contracts with AWC.
- 25. Overpayments.** Subcontractor shall refund to AWC the full amount of any overpayment under this Subcontract within thirty (30) calendar days of written notice. If Subcontractor fails to make a prompt refund, AWC may charge Subcontractor one percent (1%) per month on the amount due until paid in full.
- 26. Public Disclosure.** Subcontractor acknowledges that AWC is subject to the Washington State Public Records Act, Chapter 42.56 RCW, and AWC acknowledges that the Subcontractor is subject to the Washington State Public Records Act, Chapter 42.56 RCW, and that this Subcontract shall be a public record as defined in RCW 42.56. Any specific information that is claimed by either party to be confidential or proprietary must be clearly identified as such by that party. To the extent consistent with chapter 42.56 RCW, each party shall attempt reasonably to maintain the confidentiality of all such information marked confidential or proprietary. If a request is made to view such information, the party receiving the public records request will notify the other party of the request and the date that such records will be released to the requester unless the other party obtains a court order enjoining that disclosure. If such party fails to obtain the court order enjoining disclosure, the party receiving the records request will release the requested information on the date specified.
- 27. Publicity.** The Subcontractor agrees to submit to AWC all advertising and publicity matters relating to this Subcontract which in the AWC's judgment, AWC or the Superintendent's name can be implied or is specifically mentioned. The Subcontractor agrees not to publish or use such advertising and publicity matters without the prior written consent of AWC.

SEEK Funding Opportunity Subcontractor Funding Agreement

28. Registration with Department of Revenue. The Subcontractor shall complete registration with the Department of Revenue and be responsible for payment of all taxes due on payments made under this Subcontract.

29. Records Maintenance. The Subcontractor shall maintain all books, records, documents, data and other evidence relating to this Subcontract and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Subcontract. Subcontractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Subcontract, shall be subject at all reasonable times to inspection, review or audit by the AWC or the Superintendent, personnel duly authorized by AWC or the Superintendent, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

30. Right of Inspection. The Subcontractor shall provide right of access to its facilities utilized under this Subcontract to AWC or any of its officers responsible for executing the terms of this Subcontract at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Subcontract on behalf of AWC. All inspections and evaluations shall be performed in such a manner that will not unduly interfere with the Subcontractor's business or work hereunder.

31. Severability. The provisions of this Subcontract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

32. Subcontracting. Neither the Subcontractor nor any agent of the Subcontractor shall enter into subcontracts for any of the work contemplated under this Subcontract without obtaining prior written approval of AWC. Subcontractor is responsible to ensure that all terms, conditions, assurances and certifications set forth in this Subcontract are included in any and all Subcontracts. In no event shall the existence of the subcontract operate to release or reduce liability of the Subcontractor to the AWC for any breach in the performance of the Subcontractor's duties. This clause does not include contracts of employment between the Subcontractor and personnel assigned to work under this Subcontract.

If, at any time during the progress of the work, AWC determines in its sole judgment that any agent of the Subcontractor is incompetent, AWC shall notify the Subcontractor, and the Subcontractor shall take immediate steps to terminate the agent's involvement in the work. The rejection or approval by AWC of any agent or the termination of an agent shall not relieve the Subcontractor of any of its responsibilities under the Subcontract, nor be the basis for additional charges to AWC.

33. Taxes. All payments accrued on account of payroll taxes, unemployment contributions, any other taxes, insurance or other expenses for the Subcontractor or its staff shall be the sole responsibility of the Subcontractor.

SEEK Funding Opportunity Subcontractor Funding Agreement

- 34. Technology Security Requirements.** The security requirements in this document reflect the applicable requirements of Standard 141.10 (<https://ocio.wa.gov/policies>) of the Office of the Chief Information Officer for the state of Washington, which by this reference are incorporated into this agreement.

The Subcontractor acknowledges it is required to comply with WaTech Office of Chief Information Officer (OCIO) IT Security Policy 141 and OCIO IT Security Standard 141.10, Securing Information Technology Assets. OCIO IT Security Standard 141.10, Securing Information Technology Assets, applies to all Superintendent assets stored as part of a service, application, data, system, portal, module, components or plug-in product(s) that are secured as defined by the WaTech OCIO's IT Security Policy 141 and OCIO IT Security Standard 141.10, Securing Information Technology Assets.

As part of OCIO IT Security Standard 141.10, a design review checklist and/or other action may be required. These activities will be managed and coordinated between AWC and the Subcontractor. Any related costs to performing these activities shall be at the expense of the Subcontractor. Any such activities and resulting checklist and/or other products must be shared with AWC.

- 35. Termination for Convenience.** Except as otherwise provided in this Subcontract, the Superintendent or Superintendent's Designee may, by ten (10) days written notice, beginning on the second day after the mailing, terminate this Subcontract in whole or in part. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by the Subcontractor as of midnight the second day of mailing in the absence of proof of actual delivery to and receipt by the Subcontractor. If this Subcontract is so terminated, AWC shall be liable only for payment required under the terms of the Subcontract for services rendered or goods delivered prior to the effective date of termination.

- 36. Termination for Default.** In the event AWC determines the Subcontractor has failed to comply with the conditions of this Subcontract in a timely manner, AWC has the right to suspend or terminate this Subcontract. AWC shall notify the Subcontractor in writing of the need to take corrective action. If corrective action is not taken within thirty (30) days, the Subcontract may be terminated. AWC reserves the right to suspend all or part of the Subcontract, withhold further payments, or prohibit the Subcontractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Subcontractor or a decision by AWC to terminate the Contract. In the event of termination, the Subcontractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Subcontract and the replacement or cover Subcontract and all administrative costs directly related to the replacement Subcontract, e.g., cost of the competitive bidding, mailing, advertising and staff time. The termination shall be deemed to be a "Termination for Convenience" if it is determined that the Subcontractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence. The rights and remedies of the AWC provided in this Subcontract are not exclusive and are in addition to any other rights and remedies provided by law.

- 37. Termination Due to Funding Limitations or Contract Renegotiation, Suspension.** In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Subcontract and prior to normal completion of this Subcontract, with the notice specified below and without liability for damages:

- a. At AWC's discretion, AWC may give written notice of intent to renegotiate the Subcontract under the revised funding conditions.

SEEK Funding Opportunity Subcontractor Funding Agreement

- b. At AWC's discretion, AWC may give written notice to Subcontractor to suspend performance when AWC determines there is reasonable likelihood that the funding insufficiency may be resolved in a timeframe that would allow Subcontractor's performance to be resumed.
 - (1) During the period of suspension of performance, each party will inform the other of any conditions that may reasonably affect the potential for resumption of performance.
 - (2) When AWC determines that the funding insufficiency is resolved, it will give the Subcontractor written notice to resume performance, and Subcontractor shall resume performance.
 - (3) Upon the receipt of notice under b. (2), if Subcontractor is unable to resume performance of this Subcontract or if the Subcontractor's proposed resumption date is not acceptable to AWC and an acceptable date cannot be negotiated, AWC may terminate the Subcontract by giving written notice to the Subcontractor. The parties agree that the Subcontract will be terminated retroactive to the date of the notice of suspension. AWC shall be liable only for payment in accordance with the terms of this Subcontract for services rendered prior to the retroactive date of termination.
- c. AWC may immediately terminate this Subcontract by providing written notice to the Subcontractor. The termination shall be effective on the date specified in the termination notice. AWC shall be liable only for payment in accordance with the terms of this Subcontract for services rendered prior to the effective date of termination. No penalty shall accrue to AWC in the event the termination option in this section is exercised.
- d. For purposes of this section, "written notice" may include email.

38. Termination Procedure. Upon termination of this Subcontract the AWC, in addition to other rights provided in this Subcontract, may require the Subcontractor to deliver to AWC any property specifically produced or acquired for the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

The AWC shall pay to the Subcontractor the agreed upon price, if separately stated, for completed work and services accepted by AWC and the amount agreed upon by the Subcontractor and AWC for (a) completed work and services for which no separate price is stated, (b) partially completed work and services, (c) other property or services which are accepted by AWC, and (d) the protection and preservation of the property, unless the termination is for default, in which case AWC shall determine the extent of the liability. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause for this Subcontract. The AWC may withhold from any amounts due to the Subcontractor such sum as AWC determines to be necessary to protect AWC against potential loss or liability.

The rights and remedies of AWC provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law under this Subcontract.

SEEK Funding Opportunity Subcontractor Funding Agreement

After receipt of a notice of termination, and except as otherwise directed by the Superintendent, the Subcontractor shall:

- a. Stop work under this Subcontract on the date and to the extent specified, in the notice;
- b. Place no further orders or subcontracts for materials, services or facilities except as may be necessary for completion of such portion of the work under the Subcontract that is not terminated;
- c. Assign to AWC, in the manner, at the times, and to the extent directed by the AWC, all rights, title, and interest of the Subcontractor under the orders and subcontracts in which case AWC has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- d. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of AWC to the extent the AWC may require, which approval or ratification shall be final for all the purposes of this clause;
- e. Transfer title to AWC and deliver, in the manner, at the times and to the extent as directed by AWC, any property which, if the Subcontract had been completed, would have been required to be furnished to AWC;
- f. Complete performance of such part of the work not terminated by AWC; and
- g. Take such action as may be necessary, or as AWC may direct, for the protection and preservation of the property related to this Subcontract which, in is in the possession of the Subcontractor and in which AWC has or may acquire an interest.

39. Treatment of Assets. Except as otherwise provided for in the Subcontract, the ownership and title to all real property and all personal property exceeding a value of \$5,000 purchased by the Subcontractor in the course of performing this Subcontract with moneys paid by the Superintendent shall vest in the Superintendent, except for supplies consumed in performing this Subcontract. The Subcontractor shall (1) maintain a current inventory of all the real and personal property; (2) label all the property "State of Washington, Superintendent of Public Instruction"; and, (3) surrender property and title to the Superintendent without charge prior to settlement upon completion, termination or cancellation of this Contract.

If any property is lost, destroyed, or damaged, the Subcontractor shall notify the Superintendent and take all reasonable steps to protect the property from further damage.

All reference to the Subcontractor under this clause shall include Subcontractor's employees and agents.

40. Waiver. A failure by either part to exercise its rights under this Subcontract shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this agreement. Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of

SEEK Funding Opportunity Subcontractor Funding Agreement

this Subcontract unless stated to be such in writing and signed by personnel authorized to bind each of the parties.

Attachment A**SEEK Application & Scope of Work*****Insert detailed project description as included in the Funding Opportunity application & Attach SEEK Funding Application*****City of College Place & Sonbridge Center for Better Living: Valley Adventure Camps & Hispanic Youth Leadership**

The purpose of this program is to provide supplies to aide in the execution of Valley Adventure Camps and Hispanic Youth Leadership. These programs serve about 100 kids between 10 and 18 years of age. Themed camp events run the gamut for five days a week for 10 weeks ranging from caving, music, drama, science, clown, lodge, water, and computer camps. Each participant would participate in about 400 hours of activities. These programs would be offered between June 1st and August 15th.

City of College Place & College Place Public Schools: Youth Intramural Recreation Programming

College Place Public Schools, at the direction of its Board of Directors is pursuing funding avenues to support our students in healthy activities. We have seen a significant decline in student health, level of physical activity, and ability to successfully interact with other same-age peers. Due to the isolation of the pandemic, finding an array of activities that can persist year-round to keep students engaged will be critical to our community students' growth moving forward. This request will support our current endeavors to provide after-school and weekend activities to keep our students active. We are looking to target students exiting grades Kindergarten through four for summer 2022 from our Elementary School (Davis Elementary) and hoping to support the private elementary students in our community as well if possible. The goal will be to bridge the roughly ten weeks of summer with week long instruction and engagement in fun activities. Students of all income levels will be able to participate as we utilize a sliding scale to adjust costs based on their Federal Free/Reduced Meal status. We would expect that we could staff roughly 100 campers over the summer to provide for proper supervision. The District would offer its buses and facilities to be used without a rental fee; only gas, driver, and cleaning fees. The request is to fund four staff members full time for the duration of the summer to include four weeks included for recruitment, setup and logistics. Each employee will be full time at forty hours per week with hourly wages between \$18.00-\$28.00/hour depending on level (one supervisor and three employees). Each employee will be responsible for designing the lessons, games, and activities and for their instruction. Staff will be responsible for student supervision from arrival until departure. Grant funds will be combined with District dollars to provide supplies that will allow for the use of shared spaces. Multiple portable soccer goals will allow for games on multiple fields simultaneously and support long-term development of larger programs. Portable pickleball nets and the equipment will allow for outdoor spaces of sidewalks and courts to become pickleball courts. Portable volleyball nets and standards too will allow for transforming any outdoor space into a useable volleyball court. Finally, Frisbee Golf goals will be purchased to create courses for students to use and enjoy. The goal is to create a program that students can engage in numerous activities over a number of weeks that will promote them getting active, learning new skills, working as a part of team, gaining interpersonal and social skills, and return them for the 2022-2023 school year prepared and ready for success.

City of College Place, WA & Campfire Walla Walla Summer Camp Program

Kiwanis Park Summer Day Camp Provided by Camp Fire Walla Walla Funds Requested: \$50,000

Program Focus Area(s): Youth Summer Day Camp (primary focus); Art Programs, Environmental Programs, STEM, Outdoor Recreation (secondary focus)

Communities Impacted: Low-income families, Rural or geographically isolated families (primary focus); English as a second language, Youth in foster care (secondary focus)

PROGRAM DESCRIPTION Describe the youth experience the program will provide (what they will do): The Camp Fire Day Camp experience includes a blend of small and large group activities that promote the Camp Fire mission: To provide youth with opportunities to find their spark, lift their voice, and discover who they are. We offer a wide variety of activities: sports and field games, art, music, science experiments, cooperative games, reading, skits and storytelling, gardening, swimming, hiking and nature exploration, and community service projects. Through these activities, we strive to help children explore new interests and develop skills, build healthy social-emotional connections with each other, improve physical and mental health, and practice leadership, communication, and solution-finding skills.

Detail how the program will prioritize activities that promote students connecting socially with their classmates, encourage students to engage in physical activity, and address participants' mental health and academic needs: To meet the social, emotional, and academic needs of our campers and to provide them with engaging and enriching outdoor experiences, we plan activities with some (very positive) ulterior motives in mind. Rather than just including simple directions for accomplishing each activity or task, our day camp lesson plans have a deeper purpose. For instance, while campers may think they are simply making a list of activities they would like to do, Camp Fire staff teach them the process of brainstorming, what it means to reserve judgement, techniques for making sure everyone has a turn to express their opinion, methods of making fair decisions together, discussing pros and cons, etc. An art project is rarely just an art project; a soccer game is rarely just a soccer game; they are opportunities to develop social-emotional skills with the guidance of camp counselors who are skilled in the art of facilitation.

Describe how each program will enhance access for those who have been historically underserved or are struggling due to income disparities and/or COVID-19 impacts (students from low-income families, students of color, children with disabilities, English learners, migratory students, students experiencing homelessness, and children and youth in foster care)? Our schedule and selection of activities promotes campers connecting socially with their peers and encourages physical activity. We offer children a chance to select activities that interest them individually, as well as plenty of opportunities to participate in group activities that they might not yet realize they enjoy. While we want campers to feel comfortable, we also want to challenge them to go outside their comfort zone; try new activities, meet new people, join an active game when they usually tend to like quiet reading, try painting when they usually gravitate toward sports. While our campers' parents appreciate the variety of activities, the aspect of day camp they appreciate most is having dependable, affordable childcare.

List ways in which the program will reduce/remove institutional and systemic barriers to participation.

- Income Based Fees: The weekly fee will be variable based on family income, and additional scholarship funds will be available for families whose financial circumstances are further constrained.
- Bilingual Staff & Promotional Materials: Several of staff are bilingual/bicultural and able to help ESL families with registration. Our promotional and informational material will be printed in both Spanish and English.
- Central Location: Camp is intentionally located at Kiwanis Park, a central location that is within walking distance and/or on a bus route for families who lack transportation.

Explain how these funds allow your agency to provide services that it would not be able to otherwise. Receiving these funds will allow us to set camp fees at a level that is financially affordable for more families and provide additional financial assistance to families with constrained incomes. List program partnerships with organizations that work with underserved and/or economically disadvantaged youth populations. We are partnering with the City of College Place (use of Kiwanis Park), Place Public Schools (emergency use of Davis Elementary), and United Way of the Blue Mountains (limited financial support) to provide Camp Fire Day Camp to families in the College Place school district. Indicate whether the program for which

you are seeking funds is fee-based. If fees are charged, please indicate whether your program will provide scholarships for underserved populations or other ways your program will ensure that costs are not a barrier. The actual break-even cost of running this program is \$235 per child per week, assuming 40 participants. With grant funding, program fees will be set at \$150 per child per week. This is an \$85 subsidy per child per week, totaling \$34,000. We are also requesting an additional \$16,000 to provide additional financial assistance through scholarships to particularly low-income families. The financial assistance application process will be clear and well-promoted, and available in both English and Spanish. Beyond the \$50,000 total grant request, additional donations from local organizations and individuals will be sought to provide additional need-based financial assistance so that cost is not a barrier. Provide the estimated number of hours each participant will spend outdoors: Campers check-in between 7:30 am and check-out between 4 and 5:30pm, and the program is based outside at Kiwanis Park picnic shelter. Although we can go inside Davis Elementary in the event of inclement weather, our campers will spend 7-10 hours outside every day. Explain time frames during which the program will be offered. Include the number of hours per day or week as well as the planned dates for the program during the summer of 2022. The program will run Monday through Friday for 10 weeks, June 20 through August 26. 7:30am through 5:30pm. Most campers attend for the full day, participating in activities for 35-50 hours per week. YOUTH SERVED Describe the K-12 youth (ages 4 to 21) who will participate and be served through this program. The Camp Fire Day Camp program is available to children entering 1st through 6th grade this coming school year. They and their families are residents of College Place and/or students in the College Place school district. Describe your outreach, specifically noting how you plan to serve those most impacted by the COVID-19 pandemic such as students from low-income families, students of color, children with disabilities, English learners, migratory students, students experiencing homelessness, and children and youth in foster care. College Place has fewer outdoor recreation opportunities and a population that includes more financially strained families, more people of color, and more English language learners. We will share print and electronic materials in both Spanish and English and collaborate with local agencies who work closely with under-served populations to get the word out about our programs and financial assistance. Explain how target youth populations will be recruited to participate. Our recruiting includes Spanish-English printed materials which will be shared throughout the community and school district, with a particular focus on getting information into the hands of low-income families. Through the financial assistance application process, low-income families will have priority in registering early for the program. Explain how these funds will create more access to underserved and/or economically disadvantaged youth. With grant funding, program fees will be set at a level that is financially affordable and variable, based on families' income level, and additional financial assistance will be available to low-income, under-served families as needed. List any barriers that prevent participants from outdoor programming? We have tried to mitigate and minimize barriers that prevent children from participating in our program and are able to serve children experiencing a mild to moderate level cognitive and/or physical challenges. Provide potential number of K-12 youth (ages 4 to 21) who would be served. We hope to serve at least 40 children during each of the 10-week sessions. _____ Main Contact Information Name: Janet Adams Email: janet@wwcampfire.org Phone: 5095253180

Attachment B

Budget & Project Costs Worksheet

Budget (as presented in the SEEK application Project Costs Worksheet)

Project: City of College Place & Sonbridge Center for Better Living: Valley Adventure Camps & Hispanic Youth Leadership

Project Costs	Summer 2022
Staff	\$56000
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) (<i>must be directly related to program being offered</i>)	\$20000
Scholarships or subsidies	\$41000
Transportation	\$12000
Facilities	\$5000
Professional Services (please be specific on type of service)	\$
Fees (such as entrance fees for field trips)	\$
**Meals	\$
Other (please specify)	\$
TOTAL	\$134000

Project: City of College Place & College Place Public Schools: Youth Intramural Recreation Programming

Project Costs	Summer 2022
Staff	\$ Staff Costs
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) (<i>must be directly related to program being offered</i>)	\$ Equipment & Staff Costs
Scholarships or subsidies	\$ Scholarships or Subsidies Costs
Transportation	\$ Transportation Costs
Facilities	\$ Facility Costs
Professional Services (please be specific on type of service)	\$ Professional services Costs
Fees (such as entrance fees for field trips)	\$ Fees
**Meals	\$ Meal Costs
Other (please specify)	\$ Other Costs
TOTAL	\$32375

Project: City of College Place, WA & Campfire Walla Walla Summer Camp Program

Project Costs	Summer 2022
Staff	\$
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) (<i>must be directly related to program being offered</i>)	\$
Scholarships or subsidies	\$50000
Transportation	\$
Facilities	\$
Professional Services (please be specific on type of service)	\$
Fees (such as entrance fees for field trips)	\$
**Meals	\$
Other (please specify)	\$
TOTAL	\$50000

Attachment C

Subcontractor Reporting Requirements

Reports must contain the following information:

- Describe the K-12-aged (4 to 21) youth who participated through this program including disaggregated data about student age range, gender, race/ethnicity, FRPL status, and other student information.
- Describe the type of program funded and the geographic area served.
- Explain how the program targeted youth populations were recruited to participate.
- Explain how these funds were used to create more access to underserved and/or economically disadvantaged youth.
- What disproportionately impacted communities did the summer recreation program serve?
- Discuss program successes and challenges.

Attachment D**Subcontractor Agent(s)**

List any Subcontractor Agent(s) that will provide director supervision of youth in a program funded through SEEK.

Name of Agent	Address
Agent #1	Agent Address #1
Agent #2	Agent Address #2
Agent #3	Agent Address #3
Agent #4	Agent Address #4
Agent #5	Agent Address #5
Agent #6	Agent Address #6
Agent #7	Agent Address #7

Attachment E**Proclamation 21-14 COVID-19 Vaccination Certification**

To reduce the spread of COVID-19, Washington state Governor Jay Inslee, pursuant to emergency powers authorized in RCW 43.06.220, issued [Proclamation 21-14 – COVID-19 Vaccination Requirement \(dated August 9, 2021\)](#), as amended by [Proclamation 21-14.1 – COVID-19 Vaccination Requirement \(dated August 20, 2021\)](#) and as amended by [Proclamation 21-14.2 – COVID-19 Vaccination Requirement \(dated September 27, 2021\)](#), and as may be amended thereafter. The Proclamation requires contractors who have goods, services, or public works contracts with a Washington state agency to ensure that their personnel (including subcontractors and agents) who perform contract activities on-site comply with the COVID-19 vaccination requirements, unless exempted as prescribed by the Proclamation. AWC is under contract with OSPI and as such is required to meet these requirements and ensure that any subcontractors also comply.

By entering into this agreement, the Subcontractor agrees to comply as follows:

1. Has reviewed and understands Subcontractor's obligations as set forth in Proclamation 21-14 – COVID-19 Vaccination Requirement (dated August 9, 2021), as amended by Proclamation 21-14.1 – COVID-19 Vaccination Requirement (dated August 20, 2021), and as amended by Proclamation 21-14.2 – COVID-19 Vaccination Requirement (dated September 27, 2021);
2. Has developed a COVID-19 Vaccination Verification Plan for Subcontractor's personnel (including agents) that complies with the above-referenced Proclamation;
3. Has obtained a copy or visually observed proof of full vaccination against COVID-19 for Subcontractor personnel (including agents) who are subject to the vaccination requirement in the above-referenced Proclamation;
4. Complies with the requirements for granting disability and religious accommodations for Subcontractor personnel (including agents) who are subject to the vaccination requirement in the above-referenced Proclamation;
5. Has operational procedures in place to ensure that any contract activities that occur in person and on-site at OSPI premises (other than only for a short period of time during a given day and where any moments of close proximity to others on-site will be fleeting – e.g., a few minutes for deliveries) that are performed by Subcontractor personnel (including agents) will be performed by personnel who are fully vaccinated or properly exempted as required by the above-referenced Proclamation;
6. Has operational procedures in place to enable Subcontractor personnel (including agents) who perform contract activities on-site and at OSPI premises to provide compliance documentation that such personnel are in compliance with the above referenced Proclamation;
7. Will provide to OSPI or AWC, upon request, Subcontractor's COVID-19 Vaccination Verification Plan and related records, except as prohibited by law, and will cooperate with any investigation or inquiry pertaining to the same.

City of College Place, Washington
RESOLUTION NO. 22-014

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING AUTHORIZING ACCEPTANCE OF FY 2022 SEEK GRANT TOTALING \$216,375 AND PERMITTING THE CITY ADMINISTRATOR TO SIGN THE GRANT AGREEMENT.

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, the City worked with its recreation partners to turn in a competitive proposal to the Association of Washington Cities, Washington Park & Recreation Association, and the State to scale up youth recreation programming in Summer 2022; and

Whereas, the City received correspondence that all three program submittals will receive full grant funding and the City will need to write subcontract agreements with the partner agencies; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1. Accept FY 2022 SEEK Grant for three grant applications for College Place Public Schools, Campfire, and Sonbridge totaling \$216,375 and authorizing the City Administrator to sign associated grant documents.**

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 22nd day of February, 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk

SEEK Funding Opportunity Subcontractor Funding Agreement

Association of Washington Cities
Service Subcontract (“Subcontract”) with

City of College Place
through

Summer Experiences & Enrichment for Kids Fund (SEEK Fund)
A program of the Washington Office of Superintendent of Public Instruction
(OSPI)

For

Jurisdiction Name	City of College Place
Program Description	1. City of College Place & Sonbridge Center for Better Living: Valley Adventure Camps & Hispanic Youth Leadership 2. City of College Place & College Place Public Schools: Youth Intramural Recreation Programming 3. City of College Place, WA & Campfire Walla Walla Summer Camp Program

Start date: April 15, 2022

End date: November 15, 2022

FACE SHEET**Subcontract Number: 22-19****Association of Washington Cities (AWC)****Summer Experiences & Enrichment for Kids (SEEK) Fund**

The Association of Washington Cities (AWC) is working in collaboration with and generally under the direction from OSPI to provide evidence-based, outdoor, summer enrichment programs to youth in K-12 (ages 4-21). Funds for this subcontract are intended to prevent, prepare for, or respond to the COVID-19 pandemic, including its impact on the social, emotional, mental health, and academic needs of students.

1. Subcontractor Agency Name Mailing Address Physical Address Phone Number		2. Subcontractor Doing Business As (optional) DBA Name DBA Mailing Address DBA Physical Address	
3. Subcontractor Representative Michael Rizzitiello mrizzitiello@cpwa.us		4. AWC Representative Jacob Ewing Legislative Policy Analyst (360) 753-4137 jacobe@awcnet.org 1076 Franklin Street SE Olympia, WA 98501	
5. Subcontract Amount \$216375	6. Start Date April 15, 2022	7. End Date November 15, 2022	8. Tax ID # Insert Tax ID
9. Subcontract Purpose Carry out summer activities under the OSPI SEEK program as described in Attachment A.			
AWC and the Subcontractor, as defined above, acknowledge and accept the terms of this Subcontract and attachments and have executed this Subcontract on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Subcontract are governed by this Subcontract and the following other documents incorporated by reference: Subcontractor General Terms and Conditions including Attachment "A" – SEEK Application/Scope of Work; Attachment "B" – Project Costs Worksheet; Attachment "C" – Subcontractor Data Collection; Attachment (D) – Subcontractor Agent(s); Attachment E - Proclamation 21-14 COVID-19 Vaccination Certification.			
FOR SUBCONTRACTOR _____ _____ Date		FOR Association of Washington Cities _____ _____ Date	

Last revision 11/23/2021

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1. **SUBCONTRACT MANAGEMENT**

The Representative for each of the parties shall be responsible for and shall be the Subcontract contact person for all communications and billings regarding the performance of this Subcontract.

The Representative for AWC and their contact information are identified on the Face Sheet of this Subcontract.

The Representative for the Subcontractor and their contact information are identified on the Face Sheet of this Subcontract.

2. **PAYMENT**

AWC shall pay an amount not to exceed **\$216375** for the performance of all things necessary for or incidental to the performance of work as set forth in the SEEK Application and described in Attachment A. Subcontractor's compensation for services rendered shall be based on the completion of duties as outlined in the SEEK application, in Attachment A, in accordance with the following sections.

3. **BILLING PROCEDURES AND PAYMENT**

AWC will reimburse Subcontractor upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for AWC not more often than monthly. Subcontractor will use the invoice form provided by AWC to request reimbursement.

The invoices shall describe and document, to AWC's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the **Subcontract Number 22-19**. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

If errors are found in the submitted invoice or supporting documents, AWC will notify the Subcontractor to make corrections in a timely manner, resubmit the invoice and/or supporting documentation as requested, and notify AWC.

Payment shall be considered timely if made by AWC within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Subcontractor.

AWC may, in its sole discretion, terminate the Subcontract or withhold payments claimed by the Subcontractor for services rendered if the Subcontractor fails to satisfactorily comply with any term or condition of this Subcontract.

No payments in advance or in anticipation of services or supplies to be provided under this Subcontract shall be made by AWC.

Duplication of Billed Costs

The Subcontractor shall not bill AWC for services performed under this Subcontract, and AWC shall not pay the Subcontractor, if the Subcontractor is entitled to payment or has been or will be paid by any other source, including grants, for that service. This does not include fees charged for summer recreation programs.

Disallowed Costs

The Subcontractor is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its subcontractors.

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Final Reimbursement and Reporting Deadline

When the project is completed the Subcontractor must submit a final invoice, final report, and supporting documents needed to close out the project no later than **October 1, 2022**.

AWC shall withhold 10 percent (10%) from each payment until acceptance by AWC of the final reporting from the Subcontractor has been submitted and verified.

4. SUBCONTRACTOR DATA COLLECTION/REPORTING REQUIREMENTS

Subcontractor will submit reports, in a form and format to be provided by AWC (See Attachment C). Data must be provided to AWC along with final billing.

5. AGENT(S)

Agent(s) in this contract refers to any third-party entity and its employees that the Subcontractor has subcontracted with to provide services funded through this agreement. The Subcontractor is responsible for ensuring that any agent complies with the provision herein.

Any of the Subcontractor's agent(s) that will provide director supervision of youth through programs funded by this contract must be listed in Attachment D – Subcontractor Agent(s) and must provide proof of insurance per Section 6 of this document.

6. INSURANCE

a. Workers' Compensation Coverage. The Subcontractor shall at all times comply with all applicable workers' compensation, occupational disease, and occupational health and safety laws, statutes, and regulations to the fullest extent applicable. This requirement includes the purchase of industrial insurance coverage for the Subcontractor's employees, as may now hereafter be required of an "employer" as defined in Title 51 RCW. Such workers' compensation and occupational disease requirements shall include coverage for all employees of the Subcontractor, and for all employees of any subcontract retained by the Subcontractor, suffering bodily injury (including death) by accident or disease, which arises out of or in connection with the performance of this Subcontract. Satisfaction of these requirements shall include, but shall not be limited to:

- i. Full participation in any required governmental occupational injury and/or disease insurance program, to the extent participation in such a program is mandatory in any jurisdiction;
- ii. Purchase workers' compensation and occupational disease insurance benefits to employees in full compliance with all applicable laws, statutes, and regulations, but only to the extent such coverage is not provided under mandatory governmental program in "a" above, and/or;
- iii. Maintenance of a legally permitted and governmentally approved program of self-insurance for workers' compensation and occupational disease.

Except to the extent prohibited by law, the program of the Subcontractor's compliance with workers' compensation and occupational disease laws, statutes, and regulations in 1), 2), and 3) above shall provide for a full waiver of rights of subrogation against AWC, its directors, officers, and employees.

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If the Subcontractor, or any agent retained by the Subcontractor, fails to effect and maintain a program of compliance with applicable workers' compensation and occupational disease laws, statutes, and regulations and AWC incurs fines or is required by law to provide benefits to such employees, to obtain coverage for such employees, the Contractor will indemnify AWC for such fines, payment of benefits to Subcontractor or Subcontractor employees or their heirs or legal representatives, and/or the cost of effecting coverage on behalf of such employees. Any amount owed AWC by the Subcontractor pursuant to the indemnity may be deducted from any payments owed by AWC to the Subcontractor for the performance of this Subcontract.

b. Automobile Insurance. In the event that services delivered pursuant to this Subcontract involve the use of vehicles, owned or operated by the Subcontractor, automobile liability insurance shall be required. The minimum limit for automobile liability is:

\$1,000,000 per accident, using a Combined Single Limit for bodily injury and property damage.

c. Business Automobile Insurance. In the event that services performed under this Subcontract involve the use of vehicles or the transportation of clients, automobile liability insurance shall be required. If Subcontractor-owned personal vehicles are used, a Business Automobile policy covering a minimum Code 2 "owned autos only" must be secured. If the Subcontractor's employees' vehicles are used, the Subcontractor must also include under the Business Automobile policy Code 9, coverage for "non-owned autos." The minimum limits for automobile liability is:

\$1,000,000 per accident, using a Combined Single Limit for bodily injury and property damage.

d. Public Liability Insurance (General Liability). The Subcontractor shall at all times during the term of this Subcontract, at its cost and expense, carry and maintain general public liability insurance, including contractual liability, against claims for bodily injury, personal injury, death, or property damage occurring or arising out of services provided under this Subcontract. This insurance shall cover such claims as may be caused by any act, omission, or negligence of the Subcontractor or its officers, agents, representatives, assigns or servants. The limits of liability insurance, which may be increased from time to time as deemed necessary by AWC, with the approval of the Subcontractor (which shall not be unreasonably withheld), shall not be less than as follows:

Each Occurrence	\$1,000,000
Products-Completed Operations Limit	\$2,000,000
Personal and Advertising Injury Limit	\$1,000,000
Fire Damage Limit (any one fire)	\$ 50,000

e. Local Governments that Participate in a Self-Insurance Program.

Alternatively, Subcontractors may maintain a program of self-insurance or participate in a property/liability pool with adequate limits to comply with the Subcontract insurance requirements or as is customary to the contractor or subcontractor's business, operations/industry, and the performance of its respective obligations under this Subcontract.

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- f. Additional Insured.** The Office of Superintendent of Public Instruction, and the Association of Washington Cities, shall be specifically named as an additional insured on all policies, including Public Liability and Business Automobile, except for liability insurance on privately-owned vehicles, and all policies shall be primary to any other valid and collectible insurance.

AWC and OSPI may waive the requirement to be specially named as an additional insured on policies, including Public Liability and Business Automobile, provided that the Subcontractor provides: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pools must comply with RCW 48.62, the requirements of the Office of Risk Management and Local Government Self Insurance Program, the Washington State Auditor's reporting requirements and all related federal and state regulations.

Subcontractors participating in a joint risk pool shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. The AWC and OPSI, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

- g. Proof of Insurance.** Certificates and or evidence satisfactory to the AWC confirming the existence, terms and conditions of all insurance required above shall be delivered to AWC within five (5) days of the Subcontractor's receipt of Authorization to Proceed.

- h. General Insurance Requirements.** Subcontractor shall, at all times during the term of the Subcontract and at its cost and expense, buy and maintain insurance of the types and amounts listed above. Failure to buy and maintain the required insurance may result in the termination of the Subcontract at AWC's option. By requiring insurance herein, AWC does not represent that coverage and limits will be adequate to protect Subcontractor and such coverage and limits shall not limit Subcontractor's liability under the indemnities and reimbursements granted to AWC in this Subcontract.

Subcontractor shall include all agents of the Subcontractor as insureds under all required insurance policies, or shall furnish proof of insurance and endorsements for each agent. Agent(s) must comply fully with all insurance requirements stated herein. Failure of agent(s) to comply with insurance requirements does not limit Subcontractor's liability or responsibility.

7. ORDER OF PRECEDENCE

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Subcontract and Subcontractor General Terms and Conditions
- Attachment A – SEEK Application & Scope of Work
- Attachment B – Budget and Project Costs Worksheet
- Attachment C – Subcontractor Reporting Requirements
- Attachment D – Subcontractor Agent(s)
- Attachment E - Proclamation 21-14 COVID-19 Vaccination Certification

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SUBCONTRACTOR GENERAL TERMS AND CONDITIONS

1. **Access to Data.** In compliance with Chapter 39.26 RCW, the Subcontractor shall provide access to data generated under this Subcontract to AWC, and to the extent necessary to comply with RCW 39.26, the Joint Legislative Audit and Review Committee, and the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the Subcontractor's reports, including computer models and methodology for those models.
2. **Alterations and Amendments.** This Subcontract may be amended only by mutual agreement of the parties in writing. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.
3. **Americans with Disabilities Act (ADA) of 1990, Public Law 101-336, also referred to as the "ADA" 28 CFR Part 35.** In relation to this Subcontract, the Subcontractor must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.
4. **Assignment.** Neither this Subcontract, nor any claim arising under this Subcontract, shall be transferred or assigned by the Subcontractor without prior written consent of AWC.
5. **Assurances.** AWC and the Subcontractor agree that all activity pursuant to this Subcontract will be in accordance with all applicable current federal, state and local laws, rules and regulations.
6. **Attorney's Fees.** In the event of litigation or other action brought to enforce contract terms, each party agrees to bear its own attorney's fees and costs.
7. **Budget Revisions.** Any monetary amount budgeted by the terms of this Subcontract for various activities and line item objects of expenditure, as outlined in Attachment B – Budget and Project Costs Worksheet, may be revised without prior written approval of AWC, so long as the revision is no more than ten percent (10%) of the original line item amount and the increase in an amount is offset by a decrease in one or more other amounts equal to or greater than the increase. All other budget revisions exceeding ten percent (10%) shall only be made with the prior written approval of AWC. Subcontractor will use the funding change request form provided by AWC to request these budget revisions.
8. **Certification Regarding Debarment, Suspension, and Ineligibility.** The Subcontractor certifies that neither it nor its principals are debarred, suspended, proposed for debarment, or voluntarily excluded from participation in transactions by any federal department or agency. The Subcontractor further certifies that they will ensure that potential subcontractors or any of their principals are not debarred, suspended, proposed for debarment, or voluntarily excluded from participation in covered transactions by any federal department or agency. "Covered transactions" include procurement contracts for goods that are expected to equal or exceed twenty-five thousand dollars (\$25,000). Subcontractor may do so by obtaining a certification statement from the potential subcontractor or subrecipient or by checking online at the System for Award Management (SAM), Excluded Parties List. The Subcontractor shall immediately notify the AWC if, during the term of this subcontract, Subcontractor becomes debarred. AWC may immediately terminate this Subcontract by providing Subcontractor written notice if Subcontractor becomes debarred during the term of this Subcontract.

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The Subcontractor also certifies that neither it nor its principals are debarred, suspended, or proposed for debarment from participation in transactions by any state department or agency. The Subcontractor further certifies that they will ensure that potential subcontractors or any of their principals are not debarred, suspended, or proposed for debarment from participation in covered transactions by any state department or agency.

- 9. Certification Regarding Lobbying.** The Subcontractor certifies that Federal-appropriated funds will not be used to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress or an employee of a member of Congress in obtaining any Federal contract, grant or any other award covered by 31 USC 1352. Subcontractor shall require its agents to certify compliance with this provision.
- 10. Certification Regarding Wage Violations.** The Subcontractor certifies that within three (3) years prior to the date of execution of this Subcontract, Subcontractor has not been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of RCW chapters 49.46, 49.48, or 49.52.

The Subcontractor further certifies that it will remain in compliance with these requirements during the term of this Subcontract. Subcontractor will immediately notify AWC of any finding of a willful violation entered by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction entered during the term of this Subcontract.

- 11. Change in Status.** In the event of substantive change in the legal status, organizational structure, or fiscal reporting responsibility of the Subcontractor, Subcontractor agrees to notify AWC of the change. Subcontractor shall provide notice as soon as practicable, but no later than thirty (30) days after such a change takes effect.
- 12. Confidentiality.** The Subcontractor acknowledges that all of the data, material and information which originates from this Subcontract, and any student assessment data, material and information which will come into its possession in connection with performance under this Subcontract, consists of confidential data owned by AWC or confidential personally identifiable data subject to the federal Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) or other privacy laws, and that the data must be secured and protected from unauthorized disclosure by the Subcontractor. The Subcontractor is wholly responsible for compliance with FERPA requirements.

The Subcontractor, therefore, agrees to hold all such material and information in strictest confidence, not to make use thereof other than for the performance of this Subcontract, to release it only to authorized employees and agents requiring such information and not release or disclose it to any other party. The Subcontractor agrees to release such information or material only to employees and agents who have signed a written agreement expressly prohibiting disclosure or usages not specifically authorized by this Subcontract. The parties acknowledge the release of records may be subject to the Public Records Act, RCW 42.56, and further acknowledge that Washington law and court order may compel disclosure of certain records; this provision does not apply to records compelled by law or court order.

- 13. Copyright Provisions.** Unless otherwise provided, all Materials produced under this Contract shall be considered "works for hire" as defined by the U.S. Copyright Act and copyright shall be owned by the

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Superintendent of Public Instruction (Superintendent). The Superintendent shall be considered the author of such Materials. If Materials are not considered “works for hire”, Subcontractor hereby irrevocably assigns all right, title, and interest in Materials, including all intellectual property rights, to the Superintendent effective from the moment of creation of such Materials.

Materials means all items in any format and includes, but is not limited to, data, reports, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or sound reproductions. Copyright ownership includes the right to patent, register and the ability to transfer these rights.

Subcontractor understands that, except where otherwise agreed to in writing or approved by the Superintendent or designee, all original works of authorship produced under this Contract shall carry a [Creative Commons Attribution License](#), version 4.0 or later.

All Materials the Subcontractor has adapted from others’ existing openly licensed resources must be licensed with the least restrictive open license possible that is not in conflict with existing licenses.

For Materials that are delivered under the Contract, but that incorporate pre-existing materials not produced under the Contract, Subcontractor will license the materials to allow others to translate, reproduce, distribute, prepare derivative works, publicly perform, and publicly display. If the Subcontractor would like to limit these pre-existing portions of the work to [non-commercial use](#), the [Creative Commons Attribution-NonCommercial-ShareAlike](#) license, version 4.0 or later, is acceptable for these specific sections.

The Subcontractor warrants and represents that Subcontractor has all rights and permissions, including intellectual property rights, moral rights and rights of publicity, necessary to apply such a license.

The Subcontractor shall exert all reasonable effort to advise the Superintendent, at the time of delivery of data furnished under this Contract, of all known or potential invasions of privacy contained therein and of any portion of such document which was not produced in the performance of this Contract. The Superintendent shall receive prompt written notice of each notice or claim of infringement received by the Subcontractor with respect to any data delivered under this Contract. The Superintendent shall have the right to modify or remove any restrictive markings placed upon the data by the Subcontractor.

- 14. Covenant Against Contingent Fees.** The Subcontractor warrants that no person or selling agent has been employed or retained to solicit or secure this Subcontract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established agent maintained by the Subcontractor for the purpose of securing business. AWC shall have the right, in the event of breach of this clause by the Subcontractor, to annul this Subcontract without liability or, in its discretion, to deduct from the contract price or consideration or recover by other means the full amount of such commission, percentage, brokerage or contingent fees.
- 15. Disputes.** In the event that a dispute arises under this Subcontract, the parties will use their best efforts to amicably resolve any dispute, including use of alternative dispute resolution options.

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- 16. Duplicate Payment.** AWC shall not pay the Subcontractor, if the Subcontractor has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.
- 17. Entire Agreement.** This Subcontract contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Subcontract shall be deemed to exist or to bind any of the parties hereto.
- 18. Ethical Conduct.** Neither the Subcontractor nor any employee or agent of the Subcontractor shall participate in the performance of any duty or service in whole or part under this Subcontract in violation of, or in a manner that violates any provision of the Ethics in Public Service law at Chapter 42.52 RCW, RCW 42.17A.550, RCW 42.17A.555, and 41.06.250 prohibiting the use of public resources for political purposes.
- 19. Governing Law and Venue.** This Subcontract shall be construed and interpreted in accordance with the laws of the State of Washington and the venue of any action brought hereunder shall be in Superior Court for Thurston County.
- 20. Indemnification.** To the fullest extent permitted by law, Subcontractor shall indemnify, defend and hold harmless AWC and all officials, agents, and employees of AWC, from and against all claims for injuries or death arising out of or resulting from the performance of this Subcontract. "Claim" as used in this Subcontract, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or destruction of tangible property including loss of use resulting therefrom. Additionally, "claims" shall include but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, or otherwise results in an unfair trade practice or in unlawful restraint of competition. Subcontractor's obligation to indemnify, defend and hold harmless includes any claim by Subcontractor's agents, employees, representatives, or any subcontractor or its employees.
- Subcontractor expressly agrees to indemnify, defend, and hold harmless AWC for any and all claims, costs, charges, penalties, demands, losses, liabilities, damages, judgments, or fines out of or incident to Subcontractor's or its subcontractor's performance or failure to perform the Subcontract. Subcontractor's obligation to indemnify, defend, or hold harmless AWC shall not be eliminated or reduced by any actual or alleged concurrent negligence by AWC, or their agents, employees, or officials.
- Subcontractor waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless AWC, and their agents, employees, or officials.
- 21. Independent Capacity of the Subcontractor.** The parties intend that an independent Subcontractor relationship will be created by this Subcontract. The Subcontractor and his/her employees or agents performing under this Subcontract are not employees or agents of AWC. The Subcontractor will not hold itself out as nor claim to be an officer or employee of AWC, the Superintendent or of the state of Washington by reason hereof, nor will the Subcontractor make any claim or right, privilege, or benefit which would accrue to such employee under law. Conduct and control of the work will be solely with the Subcontractor.

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- 22. Licensing and Accreditation Standards.** The Subcontractor shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements/standards, necessary to the performance of this Subcontract.
- 23. Limitation of Authority.** Only AWC or AWC's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Subcontract. Furthermore, any alteration, amendment, modification, or waiver or any clause or condition of this Subcontract is not effective or binding unless made in writing and signed by AWC.
- 24. Non-Discrimination.** The Subcontractor shall comply with all the federal and state non-discrimination laws, regulations and policies, which are otherwise applicable to AWC. Accordingly, no person shall, on the ground of sex, race, creed, religion, color, national origin, marital status, families with children, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal, be unlawfully excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed by the Subcontractor and its agents under this Subcontract. The Subcontractor shall notify AWC immediately of any allegations, claims, disputes, or challenges made against it under non-discrimination laws, regulations, or policies, or under the Americans with Disabilities Act. In the event of the Subcontractor's noncompliance or refusal to comply with this nondiscrimination provision, this Subcontract may be rescinded, cancelled or terminated in whole or part, and the Subcontractor may be declared ineligible for further contracts with AWC.
- 25. Overpayments.** Subcontractor shall refund to AWC the full amount of any overpayment under this Subcontract within thirty (30) calendar days of written notice. If Subcontractor fails to make a prompt refund, AWC may charge Subcontractor one percent (1%) per month on the amount due until paid in full.
- 26. Public Disclosure.** Subcontractor acknowledges that AWC is subject to the Washington State Public Records Act, Chapter 42.56 RCW, and AWC acknowledges that the Subcontractor is subject to the Washington State Public Records Act, Chapter 42.56 RCW, and that this Subcontract shall be a public record as defined in RCW 42.56. Any specific information that is claimed by either party to be confidential or proprietary must be clearly identified as such by that party. To the extent consistent with chapter 42.56 RCW, each party shall attempt reasonably to maintain the confidentiality of all such information marked confidential or proprietary. If a request is made to view such information, the party receiving the public records request will notify the other party of the request and the date that such records will be released to the requester unless the other party obtains a court order enjoining that disclosure. If such party fails to obtain the court order enjoining disclosure, the party receiving the records request will release the requested information on the date specified.
- 27. Publicity.** The Subcontractor agrees to submit to AWC all advertising and publicity matters relating to this Subcontract which in the AWC's judgment, AWC or the Superintendent's name can be implied or is specifically mentioned. The Subcontractor agrees not to publish or use such advertising and publicity matters without the prior written consent of AWC.

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28. Registration with Department of Revenue. The Subcontractor shall complete registration with the Department of Revenue and be responsible for payment of all taxes due on payments made under this Subcontract.

29. Records Maintenance. The Subcontractor shall maintain all books, records, documents, data and other evidence relating to this Subcontract and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Subcontract. Subcontractor shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Subcontract, shall be subject at all reasonable times to inspection, review or audit by the AWC or the Superintendent, personnel duly authorized by AWC or the Superintendent, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

30. Right of Inspection. The Subcontractor shall provide right of access to its facilities utilized under this Subcontract to AWC or any of its officers responsible for executing the terms of this Subcontract at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Subcontract on behalf of AWC. All inspections and evaluations shall be performed in such a manner that will not unduly interfere with the Subcontractor's business or work hereunder.

31. Severability. The provisions of this Subcontract are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

32. Subcontracting. Neither the Subcontractor nor any agent of the Subcontractor shall enter into subcontracts for any of the work contemplated under this Subcontract without obtaining prior written approval of AWC. Subcontractor is responsible to ensure that all terms, conditions, assurances and certifications set forth in this Subcontract are included in any and all Subcontracts. In no event shall the existence of the subcontract operate to release or reduce liability of the Subcontractor to the AWC for any breach in the performance of the Subcontractor's duties. This clause does not include contracts of employment between the Subcontractor and personnel assigned to work under this Subcontract.

If, at any time during the progress of the work, AWC determines in its sole judgment that any agent of the Subcontractor is incompetent, AWC shall notify the Subcontractor, and the Subcontractor shall take immediate steps to terminate the agent's involvement in the work. The rejection or approval by AWC of any agent or the termination of an agent shall not relieve the Subcontractor of any of its responsibilities under the Subcontract, nor be the basis for additional charges to AWC.

33. Taxes. All payments accrued on account of payroll taxes, unemployment contributions, any other taxes, insurance or other expenses for the Subcontractor or its staff shall be the sole responsibility of the Subcontractor.

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- 34. Technology Security Requirements.** The security requirements in this document reflect the applicable requirements of Standard 141.10 (<https://ocio.wa.gov/policies>) of the Office of the Chief Information Officer for the state of Washington, which by this reference are incorporated into this agreement.

The Subcontractor acknowledges it is required to comply with WaTech Office of Chief Information Officer (OCIO) IT Security Policy 141 and OCIO IT Security Standard 141.10, Securing Information Technology Assets. OCIO IT Security Standard 141.10, Securing Information Technology Assets, applies to all Superintendent assets stored as part of a service, application, data, system, portal, module, components or plug-in product(s) that are secured as defined by the WaTech OCIO's IT Security Policy 141 and OCIO IT Security Standard 141.10, Securing Information Technology Assets.

As part of OCIO IT Security Standard 141.10, a design review checklist and/or other action may be required. These activities will be managed and coordinated between AWC and the Subcontractor. Any related costs to performing these activities shall be at the expense of the Subcontractor. Any such activities and resulting checklist and/or other products must be shared with AWC.

- 35. Termination for Convenience.** Except as otherwise provided in this Subcontract, the Superintendent or Superintendent's Designee may, by ten (10) days written notice, beginning on the second day after the mailing, terminate this Subcontract in whole or in part. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by the Subcontractor as of midnight the second day of mailing in the absence of proof of actual delivery to and receipt by the Subcontractor. If this Subcontract is so terminated, AWC shall be liable only for payment required under the terms of the Subcontract for services rendered or goods delivered prior to the effective date of termination.

- 36. Termination for Default.** In the event AWC determines the Subcontractor has failed to comply with the conditions of this Subcontract in a timely manner, AWC has the right to suspend or terminate this Subcontract. AWC shall notify the Subcontractor in writing of the need to take corrective action. If corrective action is not taken within thirty (30) days, the Subcontract may be terminated. AWC reserves the right to suspend all or part of the Subcontract, withhold further payments, or prohibit the Subcontractor from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Subcontractor or a decision by AWC to terminate the Contract. In the event of termination, the Subcontractor shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Subcontract and the replacement or cover Subcontract and all administrative costs directly related to the replacement Subcontract, e.g., cost of the competitive bidding, mailing, advertising and staff time. The termination shall be deemed to be a "Termination for Convenience" if it is determined that the Subcontractor: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence. The rights and remedies of the AWC provided in this Subcontract are not exclusive and are in addition to any other rights and remedies provided by law.

- 37. Termination Due to Funding Limitations or Contract Renegotiation, Suspension.** In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Subcontract and prior to normal completion of this Subcontract, with the notice specified below and without liability for damages:

- a. At AWC's discretion, AWC may give written notice of intent to renegotiate the Subcontract under the revised funding conditions.

SEEK Funding Opportunity Subcontractor Funding Agreement

- b. At AWC's discretion, AWC may give written notice to Subcontractor to suspend performance when AWC determines there is reasonable likelihood that the funding insufficiency may be resolved in a timeframe that would allow Subcontractor's performance to be resumed.
 - (1) During the period of suspension of performance, each party will inform the other of any conditions that may reasonably affect the potential for resumption of performance.
 - (2) When AWC determines that the funding insufficiency is resolved, it will give the Subcontractor written notice to resume performance, and Subcontractor shall resume performance.
 - (3) Upon the receipt of notice under b. (2), if Subcontractor is unable to resume performance of this Subcontract or if the Subcontractor's proposed resumption date is not acceptable to AWC and an acceptable date cannot be negotiated, AWC may terminate the Subcontract by giving written notice to the Subcontractor. The parties agree that the Subcontract will be terminated retroactive to the date of the notice of suspension. AWC shall be liable only for payment in accordance with the terms of this Subcontract for services rendered prior to the retroactive date of termination.
- c. AWC may immediately terminate this Subcontract by providing written notice to the Subcontractor. The termination shall be effective on the date specified in the termination notice. AWC shall be liable only for payment in accordance with the terms of this Subcontract for services rendered prior to the effective date of termination. No penalty shall accrue to AWC in the event the termination option in this section is exercised.
- d. For purposes of this section, "written notice" may include email.

38. Termination Procedure. Upon termination of this Subcontract the AWC, in addition to other rights provided in this Subcontract, may require the Subcontractor to deliver to AWC any property specifically produced or acquired for the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

The AWC shall pay to the Subcontractor the agreed upon price, if separately stated, for completed work and services accepted by AWC and the amount agreed upon by the Subcontractor and AWC for (a) completed work and services for which no separate price is stated, (b) partially completed work and services, (c) other property or services which are accepted by AWC, and (d) the protection and preservation of the property, unless the termination is for default, in which case AWC shall determine the extent of the liability. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause for this Subcontract. The AWC may withhold from any amounts due to the Subcontractor such sum as AWC determines to be necessary to protect AWC against potential loss or liability.

The rights and remedies of AWC provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law under this Subcontract.

SEEK Funding Opportunity Subcontractor Funding Agreement

After receipt of a notice of termination, and except as otherwise directed by the Superintendent, the Subcontractor shall:

- a. Stop work under this Subcontract on the date and to the extent specified, in the notice;
- b. Place no further orders or subcontracts for materials, services or facilities except as may be necessary for completion of such portion of the work under the Subcontract that is not terminated;
- c. Assign to AWC, in the manner, at the times, and to the extent directed by the AWC, all rights, title, and interest of the Subcontractor under the orders and subcontracts in which case AWC has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- d. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of AWC to the extent the AWC may require, which approval or ratification shall be final for all the purposes of this clause;
- e. Transfer title to AWC and deliver, in the manner, at the times and to the extent as directed by AWC, any property which, if the Subcontract had been completed, would have been required to be furnished to AWC;
- f. Complete performance of such part of the work not terminated by AWC; and
- g. Take such action as may be necessary, or as AWC may direct, for the protection and preservation of the property related to this Subcontract which, in is in the possession of the Subcontractor and in which AWC has or may acquire an interest.

39. Treatment of Assets. Except as otherwise provided for in the Subcontract, the ownership and title to all real property and all personal property exceeding a value of \$5,000 purchased by the Subcontractor in the course of performing this Subcontract with moneys paid by the Superintendent shall vest in the Superintendent, except for supplies consumed in performing this Subcontract. The Subcontractor shall (1) maintain a current inventory of all the real and personal property; (2) label all the property "State of Washington, Superintendent of Public Instruction"; and, (3) surrender property and title to the Superintendent without charge prior to settlement upon completion, termination or cancellation of this Contract.

If any property is lost, destroyed, or damaged, the Subcontractor shall notify the Superintendent and take all reasonable steps to protect the property from further damage.

All reference to the Subcontractor under this clause shall include Subcontractor's employees and agents.

40. Waiver. A failure by either part to exercise its rights under this Subcontract shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this agreement. Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of

SEEK Funding Opportunity Subcontractor Funding Agreement

this Subcontract unless stated to be such in writing and signed by personnel authorized to bind each of the parties.

Attachment A**SEEK Application & Scope of Work*****Insert detailed project description as included in the Funding Opportunity application & Attach SEEK Funding Application*****City of College Place & Sonbridge Center for Better Living: Valley Adventure Camps & Hispanic Youth Leadership**

The purpose of this program is to provide supplies to aide in the execution of Valley Adventure Camps and Hispanic Youth Leadership. These programs serve about 100 kids between 10 and 18 years of age. Themed camp events run the gamut for five days a week for 10 weeks ranging from caving, music, drama, science, clown, lodge, water, and computer camps. Each participant would participate in about 400 hours of activities. These programs would be offered between June 1st and August 15th.

City of College Place & College Place Public Schools: Youth Intramural Recreation Programming

College Place Public Schools, at the direction of its Board of Directors is pursuing funding avenues to support our students in healthy activities. We have seen a significant decline in student health, level of physical activity, and ability to successfully interact with other same-age peers. Due to the isolation of the pandemic, finding an array of activities that can persist year-round to keep students engaged will be critical to our community students' growth moving forward. This request will support our current endeavors to provide after-school and weekend activities to keep our students active. We are looking to target students exiting grades Kindergarten through four for summer 2022 from our Elementary School (Davis Elementary) and hoping to support the private elementary students in our community as well if possible. The goal will be to bridge the roughly ten weeks of summer with week long instruction and engagement in fun activities. Students of all income levels will be able to participate as we utilize a sliding scale to adjust costs based on their Federal Free/Reduced Meal status. We would expect that we could staff roughly 100 campers over the summer to provide for proper supervision. The District would offer its buses and facilities to be used without a rental fee; only gas, driver, and cleaning fees. The request is to fund four staff members full time for the duration of the summer to include four weeks included for recruitment, setup and logistics. Each employee will be full time at forty hours per week with hourly wages between \$18.00-\$28.00/hour depending on level (one supervisor and three employees). Each employee will be responsible for designing the lessons, games, and activities and for their instruction. Staff will be responsible for student supervision from arrival until departure. Grant funds will be combined with District dollars to provide supplies that will allow for the use of shared spaces. Multiple portable soccer goals will allow for games on multiple fields simultaneously and support long-term development of larger programs. Portable pickleball nets and the equipment will allow for outdoor spaces of sidewalks and courts to become pickleball courts. Portable volleyball nets and standards too will allow for transforming any outdoor space into a useable volleyball court. Finally, Frisbee Golf goals will be purchased to create courses for students to use and enjoy. The goal is to create a program that students can engage in numerous activities over a number of weeks that will promote them getting active, learning new skills, working as a part of team, gaining interpersonal and social skills, and return them for the 2022-2023 school year prepared and ready for success.

City of College Place, WA & Campfire Walla Walla Summer Camp Program

Kiwanis Park Summer Day Camp Provided by Camp Fire Walla Walla Funds Requested: \$50,000

Program Focus Area(s): Youth Summer Day Camp (primary focus); Art Programs, Environmental Programs, STEM, Outdoor Recreation (secondary focus)

Communities Impacted: Low-income families, Rural or geographically isolated families (primary focus); English as a second language, Youth in foster care (secondary focus)

PROGRAM DESCRIPTION Describe the youth experience the program will provide (what they will do): The Camp Fire Day Camp experience includes a blend of small and large group activities that promote the Camp Fire mission: To provide youth with opportunities to find their spark, lift their voice, and discover who they are. We offer a wide variety of activities: sports and field games, art, music, science experiments, cooperative games, reading, skits and storytelling, gardening, swimming, hiking and nature exploration, and community service projects. Through these activities, we strive to help children explore new interests and develop skills, build healthy social-emotional connections with each other, improve physical and mental health, and practice leadership, communication, and solution-finding skills.

Detail how the program will prioritize activities that promote students connecting socially with their classmates, encourage students to engage in physical activity, and address participants'™ mental health and academic needs: To meet the social, emotional, and academic needs of our campers and to provide them with engaging and enriching outdoor experiences, we plan activities with some (very positive) ulterior motives in mind. Rather than just including simple directions for accomplishing each activity or task, our day camp lesson plans have a deeper purpose. For instance, while campers may think they are simply making a list of activities they would like to do, Camp Fire staff teach them the process of brainstorming, what it means to reserve judgement, techniques for making sure everyone has a turn to express their opinion, methods of making fair decisions together, discussing pros and cons, etc. An art project is rarely just an art project; a soccer game is rarely just a soccer game—they are opportunities to develop social-emotional skills with the guidance of camp counselors who are skilled in the art of facilitation.

Describe how each program will enhance access for those who have been historically underserved or are struggling due to income disparities and/or COVID-19 impacts (students from low-income families, students of color, children with disabilities, English learners, migratory students, students experiencing homelessness, and children and youth in foster care)? Our schedule and selection of activities promotes campers connecting socially with their peers and encourages physical activity. We offer children a chance to select activities that interest them individually, as well as plenty of opportunities to participate in group activities that they might not yet realize they enjoy. While we want campers to feel comfortable, we also want to challenge them to go outside their comfort zone—they try new activities, meet new people, join an active game when they usually tend to like quiet reading, try painting when they usually gravitate toward sports. While our campers'™ parents appreciate the variety of activities, the aspect of day camp they appreciate most is having dependable, affordable childcare.

List ways in which the program will reduce/remove institutional and systemic barriers to participation. Income Based Fees: The weekly fee will be variable based on family income, and additional scholarship funds will be available for families whose financial circumstances are further constrained.

Bilingual Staff & Promotional Materials: Several of staff are bilingual/bicultural and able to help ESL families with registration. Our promotional and informational material will be printed in both Spanish and English.

Central Location: Camp is intentionally located at Kiwanis Park, a central location that is within walking distance and/or on a bus route for families who lack transportation.

Explain how these funds allow your agency to provide services that it would not be able to otherwise. Receiving these funds will allow us to set camp fees at a level that is financially affordable for more families and provide additional financial assistance to families with constrained incomes. List program partnerships with organizations that work with underserved and/or economically disadvantaged youth populations. We are partnering with the City of College Place (use of Kiwanis Park), Place Public Schools (emergency use of Davis Elementary), and United Way of the Blue Mountains (limited financial support) to provide Camp Fire Day Camp to families in the College Place school district.

Indicate whether the program for which

you are seeking funds is fee-based. If fees are charged, please indicate whether your program will provide scholarships for underserved populations or other ways your program will ensure that costs are not a barrier. The actual break-even cost of running this program is \$235 per child per week, assuming 40 participants. With grant funding, program fees will be set at \$150 per child per week. This is an \$85 subsidy per child per week, totaling \$34,000. We are also requesting an additional \$16,000 to provide additional financial assistance through scholarships to particularly low-income families. The financial assistance application process will be clear and well-promoted, and available in both English and Spanish. Beyond the \$50,000 total grant request, additional donations from local organizations and individuals will be sought to provide additional need-based financial assistance so that cost is not a barrier. Provide the estimated number of hours each participant will spend outdoors: Campers check-in between 7:30 am and check-out between 4 and 5:30pm, and the program is based outside at Kiwanis Park picnic shelter. Although we can go inside Davis Elementary in the event of inclement weather, our campers will spend 7-10 hours outside every day. Explain time frames during which the program will be offered. Include the number of hours per day or week as well as the planned dates for the program during the summer of 2022. The program will run Monday through Friday for 10 weeks, June 20 through August 26. 7:30am through 5:30pm. Most campers attend for the full day, participating in activities for 35-50 hours per week. YOUTH SERVED Describe the K-12 youth (ages 4 to 21) who will participate and be served through this program. The Camp Fire Day Camp program is available to children entering 1st through 6th grade this coming school year. They and their families are residents of College Place and/or students in the College Place school district. Describe your outreach, specifically noting how you plan to serve those most impacted by the COVID-19 pandemic such as students from low-income families, students of color, children with disabilities, English learners, migratory students, students experiencing homelessness, and children and youth in foster care. College Place has fewer outdoor recreation opportunities and a population that includes more financially strained families, more people of color, and more English language learners. We will share print and electronic materials in both Spanish and English and collaborate with local agencies who work closely with under-served populations to get the word out about our programs and financial assistance. Explain how target youth populations will be recruited to participate. Our recruiting includes Spanish-English printed materials which will be shared throughout the community and school district, with a particular focus on getting information into the hands of low-income families. Through the financial assistance application process, low-income families will have priority in registering early for the program. Explain how these funds will create more access to underserved and/or economically disadvantaged youth. With grant funding, program fees will be set at a level that is financially affordable and variable, based on families' income level, and additional financial assistance will be available to low-income, under-served families as needed. List any barriers that prevent participants from outdoor programming? We have tried to mitigate and minimize barriers that prevent children from participating in our program and are able to serve children experiencing a mild to moderate level cognitive and/or physical challenges. Provide potential number of K-12 youth (ages 4 to 21) who would be served. We hope to serve at least 40 children during each of the 10-week sessions. _____

Main Contact Information Name: Janet Adams
 Email: janet@wwcampfire.org Phone: 5095253180

Attachment B

Budget & Project Costs Worksheet

Budget (as presented in the SEEK application Project Costs Worksheet)

Project: City of College Place & Sonbridge Center for Better Living: Valley Adventure Camps & Hispanic Youth Leadership

Project Costs	Summer 2022
Staff	\$56000
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) (<i>must be directly related to program being offered</i>)	\$20000
Scholarships or subsidies	\$41000
Transportation	\$12000
Facilities	\$5000
Professional Services (please be specific on type of service)	\$
Fees (such as entrance fees for field trips)	\$
**Meals	\$
Other (please specify)	\$
TOTAL	\$134000

Project: City of College Place & College Place Public Schools: Youth Intramural Recreation Programming

Project Costs	Summer 2022
Staff	\$ Staff Costs
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) (<i>must be directly related to program being offered</i>)	\$ Equipment & Staff Costs
Scholarships or subsidies	\$ Scholarships or Subsidies Costs
Transportation	\$ Transportation Costs
Facilities	\$ Facility Costs
Professional Services (please be specific on type of service)	\$ Professional services Costs
Fees (such as entrance fees for field trips)	\$ Fees
**Meals	\$ Meal Costs
Other (please specify)	\$ Other Costs
TOTAL	\$32375

Project: City of College Place, WA & Campfire Walla Walla Summer Camp Program

Project Costs	Summer 2022
Staff	\$
Equipment & supplies (i.e. sports equipment, art supplies, or water and snacks) <i>(must be directly related to program being offered)</i>	\$
Scholarships or subsidies	\$50000
Transportation	\$
Facilities	\$
Professional Services (please be specific on type of service)	\$
Fees (such as entrance fees for field trips)	\$
**Meals	\$
Other (please specify)	\$
TOTAL	\$50000

Attachment C

Subcontractor Reporting Requirements

Reports must contain the following information:

- Describe the K-12-aged (4 to 21) youth who participated through this program including disaggregated data about student age range, gender, race/ethnicity, FRPL status, and other student information.
- Describe the type of program funded and the geographic area served.
- Explain how the program targeted youth populations were recruited to participate.
- Explain how these funds were used to create more access to underserved and/or economically disadvantaged youth.
- What disproportionately impacted communities did the summer recreation program serve?
- Discuss program successes and challenges.

Attachment D**Subcontractor Agent(s)**

List any Subcontractor Agent(s) that will provide director supervision of youth in a program funded through SEEK.

Name of Agent	Address
Agent #1	Agent Address #1
Agent #2	Agent Address #2
Agent #3	Agent Address #3
Agent #4	Agent Address #4
Agent #5	Agent Address #5
Agent #6	Agent Address #6
Agent #7	Agent Address #7

Attachment E**Proclamation 21-14 COVID-19 Vaccination Certification**

To reduce the spread of COVID-19, Washington state Governor Jay Inslee, pursuant to emergency powers authorized in RCW 43.06.220, issued [Proclamation 21-14 – COVID-19 Vaccination Requirement \(dated August 9, 2021\)](#), as amended by [Proclamation 21-14.1 – COVID-19 Vaccination Requirement \(dated August 20, 2021\)](#) and as amended by [Proclamation 21-14.2 – COVID-19 Vaccination Requirement \(dated September 27, 2021\)](#), and as may be amended thereafter. The Proclamation requires contractors who have goods, services, or public works contracts with a Washington state agency to ensure that their personnel (including subcontractors and agents) who perform contract activities on-site comply with the COVID-19 vaccination requirements, unless exempted as prescribed by the Proclamation. AWC is under contract with OSPI and as such is required to meet these requirements and ensure that any subcontractors also comply.

By entering into this agreement, the Subcontractor agrees to comply as follows:

1. Has reviewed and understands Subcontractor's obligations as set forth in Proclamation 21-14 – COVID-19 Vaccination Requirement (dated August 9, 2021), as amended by Proclamation 21-14.1 – COVID-19 Vaccination Requirement (dated August 20, 2021), and as amended by Proclamation 21-14.2 – COVID-19 Vaccination Requirement (dated September 27, 2021);
2. Has developed a COVID-19 Vaccination Verification Plan for Subcontractor's personnel (including agents) that complies with the above-referenced Proclamation;
3. Has obtained a copy or visually observed proof of full vaccination against COVID-19 for Subcontractor personnel (including agents) who are subject to the vaccination requirement in the above-referenced Proclamation;
4. Complies with the requirements for granting disability and religious accommodations for Subcontractor personnel (including agents) who are subject to the vaccination requirement in the above-referenced Proclamation;
5. Has operational procedures in place to ensure that any contract activities that occur in person and on-site at OSPI premises (other than only for a short period of time during a given day and where any moments of close proximity to others on-site will be fleeting – e.g., a few minutes for deliveries) that are performed by Subcontractor personnel (including agents) will be performed by personnel who are fully vaccinated or properly exempted as required by the above-referenced Proclamation;
6. Has operational procedures in place to enable Subcontractor personnel (including agents) who perform contract activities on-site and at OSPI premises to provide compliance documentation that such personnel are in compliance with the above referenced Proclamation;
7. Will provide to OSPI or AWC, upon request, Subcontractor's COVID-19 Vaccination Verification Plan and related records, except as prohibited by law, and will cooperate with any investigation or inquiry pertaining to the same.

City of College Place, Washington
RESOLUTION NO. 22-015

A RESOLUTION PERMITTING STAFF TO UTILIZE THE PREPARED ECONOMIC DEVELOPMENT FLIERS FOR RECRUITMENT OF COMMERCIAL/LIGHT INDUSTRIAL BUSINESSES AS WELL AS THE RESIDENTIAL, COMMERCIAL, AND LIGHT INDUSTRIAL DEVELOPMENT COMMUNITY.

WHEREAS, the City of College Place is a non-charter code city under Title 35A RCW; and

WHEREAS, the College Place Economic Development, Tourism, and Events Commission voted to recommend approval of the fliers to the College Place City Council during its February 7th, 2022 meeting.

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. Permitting staff to utilize the prepared economic development fliers for recruitment of commercial/light industrial businesses as well as the residential, commercial, and light industrial development community.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 22nd day of February, 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk



We are OPEN for business!!!!

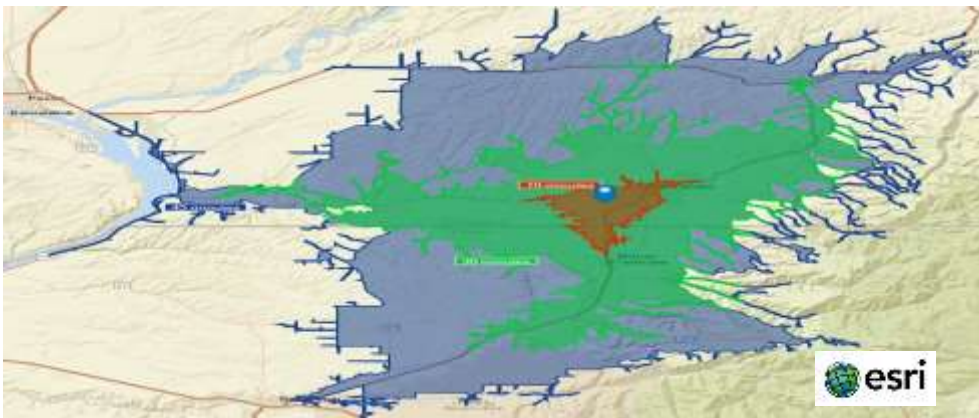
And ready for yours.

Nestled in the picturesque Walla Walla Valley, our stunning blue skies offer more than an ideal climate; they represent the boundless investment opportunities of College Place. College Place offers residents and business direct access to three superb higher education institutions, a quality public and private secondary education system, reliable infrastructure, extensive labor market, efficient transportation systems, and a forward-thinking government that thrives on innovation. College Place offers investors, businesses, and employees the perfect place to live, work, and play. We build upon the foundation of small town character to enhance the quality of life, while providing reliable, innovative, efficient, and courteous service that is second to none.

Demographic Overview

	10 Minute Drive		30 Minute Drive		45 Minute Drive	
	2021	2026	2021	2026	2021	2026
Population	38,119	39,377	68,943	70,630	78,854	80,588
Households	14,897	15,415	25,668	26,360	29,669	30,385
Median Income	\$55,293	\$62,650	\$56,851	\$64,581	\$56,918	\$64,605
Per Capita Income	\$29,135	\$33,543	\$28,597	\$32,889	\$28,991	\$33,257
Median Age	38.4	39.6	37.9	38.9	38.7	39.5

Drive Time Trade Area Map



- ✓ Pro-business attitude
- ✓ Prime location
- ✓ Inexpensive business license and permitting costs
- ✓ Efficient development review process
- ✓ Access to highway, rail, and airports
- ✓ Great quality of life
- ✓ Outstanding public and private K thru 12th grade school systems
- ✓ Three superb higher education institutions
- ✓ Over 85 acres of Infill and greenfield development sites
- ✓ Competitively priced utilities



City of College Place Economic Development

Mike Rizzitiello, City Administrator
625 S. College Ave, College Place, WA, 99324
Phone: (509)-394-8506
Email: mrizzitiello@cpwa.us

Website: www.cpwa.us
www.portwallawalla.com/





We are OPEN for business!!!!

These retailers are
Beautifully positioned
in College Place, Washington!



Based on an analysis of lifestyle characteristics of our households, College Place's consumers match the core customers of concepts such as:



Potential Retail Leakage 45 Minute Drive Time

- Restaurants: \$12,303,504
- Automotive Dealers: \$43,454,775
- Electronic and Appliances: \$13,337,594
- Health & Personal Care: \$16,276,872
- Gasoline Stations: \$5,898,156
- Clothing Stores: \$22,699,234
- Grocery Stores: \$8,964,635
- Furniture & Home: \$11,187,705



City of College Place Economic Development

Mike Rizzitiello, City Administrator
625 S. College Ave, College Place, WA, 99324
Phone: (509)-394-8506
Email: mrizzitiello@cpwa.us

Website: www.cpwa.us
www.portwallawalla.com/





College Avenue

Downtown College Place (4th to 13th Streets)

North College Ave Business District (Whitman Drive to Rose Street)

College Avenue serves as the Main Street of the community. The corridor recently underwent a \$15 million reconstruction which includes pedestrian lighting, sidewalks and traffic signals. The corridor consists of a mix of small businesses, offices, and residential. Walla Walla University is at the center of the corridor. It has Bachelor and Graduate Degree Programs and has a student population of 2,000. The long term vision of this corridor is spelled out in the recently adopted College Avenue Design Standards. Community goals for the corridor is to create “small town” atmosphere, be a setting for a “slow pace of life,” and make sure that buildings and storefront are the dominant features. Various properties are available for sale or lease.

Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2021 Population	37,312	69,886	77,678
2026 Population	38,525	71,576	79,419
2021 Daytime Population	39,871	67,732	76,242
2021 Median Household Income	\$53,187	\$56,879	\$57,145
2026 Median Household Income	\$60,316	\$64,627	\$64,849
2021 Median Home Value	\$280,442	\$283,689	\$279,696
2026 Median Home Value	\$516,317	\$512,353	\$486,382
2021 Median Age	37.5	38.0	38.7
2026 Median Age	38.8	39.0	39.5

Retail Leakage Gap (45 Minute Drive Time)

Type	Gap	Factor
Other General Merchandise Stores	\$47,649,860	81.3
Jewelry, Luggage, and Leather Goods	\$7,330,273	67.2
Clothing Stores	\$22,455,907	63.0
Nonstore Retailers	\$9,324,281	60.8
Clothing & Clothing Accessories	\$32,170,452	58.8
Other Motor Vehicle Dealers	\$18,032,518	56.1
Furniture Stores	\$9,526,550	49.0
Other Miscellaneous Store Retailers	\$12,277,039	35.0
Office Supplies, Stationary, and Gifts	\$3,175,831	30.9
Miscellaneous Store Retailers	\$12,277,039	31.3
Electronic and Appliance Stores	\$13,310,626	30.6

Source: ESRI Business Analyst Online, Market & Retail Marketplace Profile Reports Jan 2022.



Meadowbrook/Stone Creek Business District



The Meadowbrook Business District comprises land zoned General Commercial near the intersection of State Route 125 & Meadowbrook Drive. Commercial businesses in the area include Super Walmart, HopThief Tap House, Maurice's, Del Taco, Panda Express, GameStop, Subway, Papa Murphy's Pizza, and more. The new College Place Library is in Meadowbrook Plaza. College Place High School and John Sager Middle School are nearby. Commercially-zoned land is available for sale behind Meadowbrook Plaza and across the street from College Place High School on College Avenue.



Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2021 Population	38,119	68,943	78,854
2026 Population	39,377	70,630	80,588
2021 Daytime Population	40,196	66,863	77,764
2021 Median Household Income	\$55,293	\$56,851	\$56,918
2026 Median Household Income	\$62,650	\$64,581	\$64,605
2021 Median Home Value	\$286,695	\$283,296	\$278,569
2026 Median Home Value	\$531,397	\$508,677	\$480,892
2021 Median Age	38.4	37.9	38.7
2026 Median Age	39.6	38.9	39.5

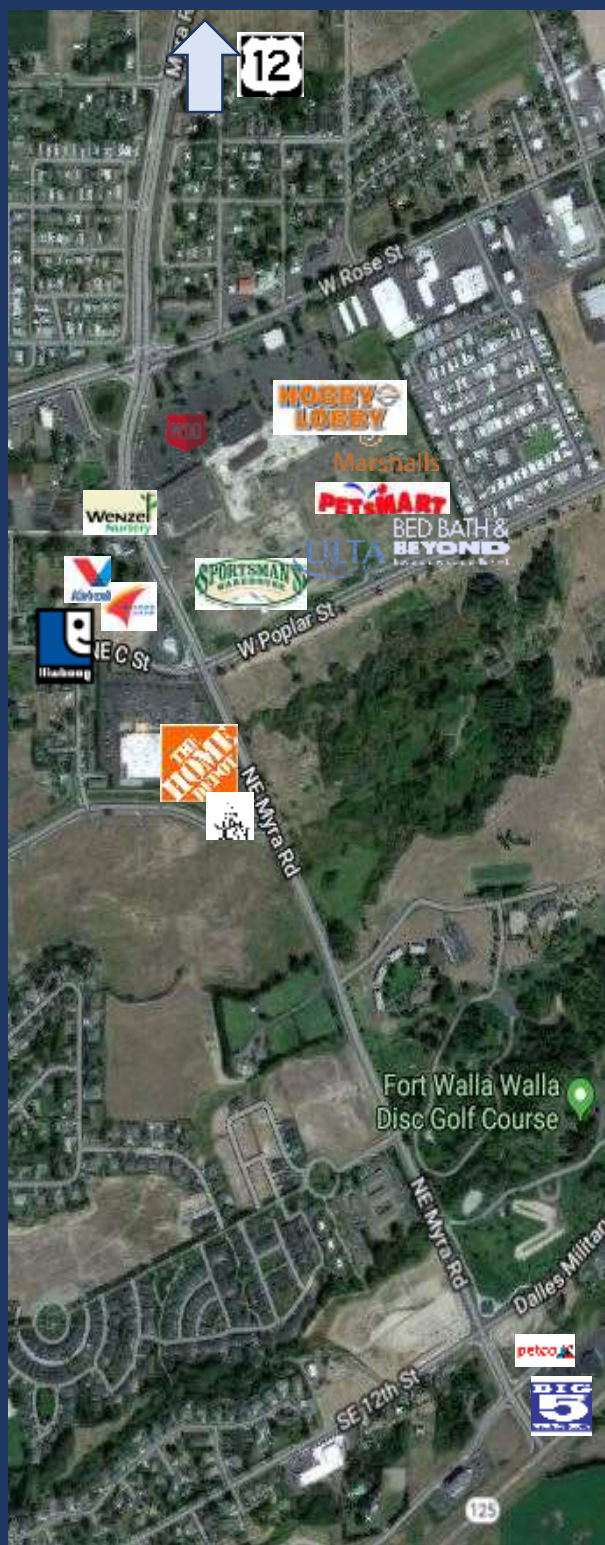
Retail Leakage Gap (45 Minute Drive Time)

Type	Gap	Factor
Other General Merchandise Stores	\$48,185,749	81.4
Jewelry, Luggage, and Leather Goods	\$7,319,309	65.8
Clothing Stores	\$22,699,234	62.9
Nonstore Retailers	\$9,491,482	61.2
Clothing & Clothing Accessories	\$32,462,398	58.4
Other Motor Vehicle Dealers	\$18,022,851	55.1
Other Miscellaneous Store Retailers	\$12,356,382	34.7
Office Supplies, Stationary, and Gifts	\$3,166,789	30.1
Miscellaneous Store Retailers	\$17,835,205	31.0
Direct Selling Establishments	\$1,299,193	31.7
Electronics & Appliance Stores	\$13,337,594	30.1

Source: ESRI Business Analyst Online, Market & Retail Marketplace Profile Reports – January 2022.



Myra Rd Commercial Corridor



Myra Rd is a two mile long Commercial Corridor that connects US Highway 12 with State Route 125. It also acts as the boundary between City of College Place to the west and the City of Walla Walla to the east. Several commercial establishments already call the Myra Rd Corridor home ranging from Home Depot, Banner Bank, and the new Walla Walla Town Center which comprises several retailers such as Hobby Lobby, Marshalls, Ulta, Famous Footwear, and more. Fort Walla Walla Park and Museum is also located along this corridor. Several pieces of land zoned Commercial ranging from one to over thirty acres is available for lease or purchase in the City of College Place along this corridor. Ideal uses for this corridor include big box retail, restaurants, and office space.

Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45Minute Drive Time
2021 Population	45,468	70,345	76,688
2026 Population	46,808	72,045	78,429
2021 Daytime Population	47,822	68,078	75,433
2021 Median Household Income	\$54,532	\$56,918	\$57,088
2026 Median Household Income	\$62,103	\$64,705	\$64,760
2021 Median Home Value	\$283,120	\$284,141	\$280,604
2026 Median Home Value	\$533,435	\$514,172	\$491,442
2021 Median Age	37.5	38.0	38.7
2026 Median Age	38.7	39.0	39.6

Retail Leakage Gap (45 Minute Drive Time)

Type	Gap	Factor
Other General Merchandise Stores	\$47,287,312	81.1
Jewelry, Luggage, and Leather Goods	\$7,256,747	67.0
Clothing Stores	\$22,193,687	58.5
Nonstore Retailers	\$9,191,763	60.3
Clothing & Clothing Accessories	\$31,744,610	58.5
Other Motor Vehicle Dealers	\$17,841,699	55.8
Furniture Stores	\$9,337,012	48.5
Other Miscellaneous Store Retailers	\$12,260,962	35.5
Office Supplies, Stationary, and Gifts	\$3,088,968	30.3
Electronic & Appliance Stores	\$13,028,507	30.1
Shoe Stores	\$2,294,175	28.3

Source: ESRI Business Analyst Online, Market & Retail Marketplace Profile Reports Jan 2022.

COLLEGE PLACE-WASHINGTON

WALLA WALLA VALLEY

COMMERCIAL PROPERTIES



Michael Rizzitiello, City
Administrator
City of College Place
625 S. College Ave.
College Place, WA 99324
City Hall (509)394-8506
Mobile (509) 520-9091



COLLEGE PLACE AT-A-GLANCE

■ POPULATION (Trade Area)

- College Place – 9,775
- Walla Walla – 33,680
- WW County – 62,100
- Columbia County (WA) – 3,950
- Umatilla County (OR) – 81,495
- Union County (OR) – 26,840
- Wallowa County (OR) – 7,160
- **Total Trade Area – 181,545**

■ MEDIAN HOUSEHOLD INCOME

- \$57,858 – Walla Walla County
- \$49,347 – City of College Place
- \$50,550 – City of Walla Walla

■ RETAIL SALES (2019)

- College Place – \$164,272,589
- Walla Walla – \$695,415,712
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- Waitsburg – \$8,130,617
- **Walla Walla County Totals – \$1,124,875,187**

■ AVERAGE DAILY TRAFFIC COUNTS

- Meadowbrook BLVD – 8,000 ADT
- Myra Road – 8,800 ADT
- HWY 125 – 18,000 ADT



CITY OF COLLEGE PLACE

LOCAL AND REGIONAL BUSINESSES

- Wal-Mart
- Home Depot
- Cost Less Carpet
- Conner's Flooring
- Les Schwab Tires
- Valvoline
- Honda
- Panda Express
- Del Taco
- Game Stop
- Papa Murphy's Pizza
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- HopThief Taphouse
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- ULTA
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- Pet Smart
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- Staples
- Bi-mart
- Dollar Store
- Starbucks (2)
- Dutch Brothers Coffee
- Safeway
- Albertsons
- Super 1 Foods
- Rite Aid
- Roasters
- Chevrolet
- Toyota
- Dodge Jeep Chrysler
- Nissan
- General Motors
- Auto Zone, NAPA & O'Reilly's
- Radio Shack
- McDonalds (2)
- Burger King
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- Taco Bell
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COLLEGE PLACE LOCAL INVESTMENT

- Drinking Water Well #4 Replacement – \$4.5 Million
- Southwest Wastewater Trunk Line & Lift Station – \$7.5 Million
 - Wastewater Treatment Plant Upgrade - \$26 Million
 - Wastewater Lift Station #5 Replacement: \$1.5 Million
 - Wastewater Sewer Lining: \$100,000 Annually
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 - C Street Reconstruction - \$3.5 Million
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COLLEGE PLACE COMMERCIAL PROJECTS

Project	Type	Physical Address	Sq Ftg
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▪ Home Depot	Retail	1100 NE "C" St	128,571
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▪ Oil Can Henry's	Retail	325 NE Myra Rd	2,842
▪ Graphic Apparel	Retail	860 NE Rose	6,534
▪ Community Bank	Bank	1288 SE Commercial Dr	21,507
▪ Chase Bank	Bank	1715 SE Meadowbrook	4,225
▪ Les Schwab Tire	Retail	1735 SE Meadowbrook	9,518
▪ Panda Express	Restaurant	1721 SE Meadowbrook	2,448
▪ Honda of America	Retail	1240 SE Commercial Dr	21,829
▪ HAPO Credit Union	Bank	2376 Taumaron Rd	3,683
▪ GSA Building	Soc. Security	880 NE Rose	4,600
▪ Paragon Auto	Retail	990 NE Rose	2,239
▪ Comprehensive Mental Health	Medical	1250 SE Commercial Dr	16,233
▪ Human Bean	Retail	1195 E. Whitman Dr	494
▪ HopThief Taphouse	Retail	795 SE Sydnee Ln	10,000
▪ Goodwill College Place	Retail	1017 NE C Street	25,341

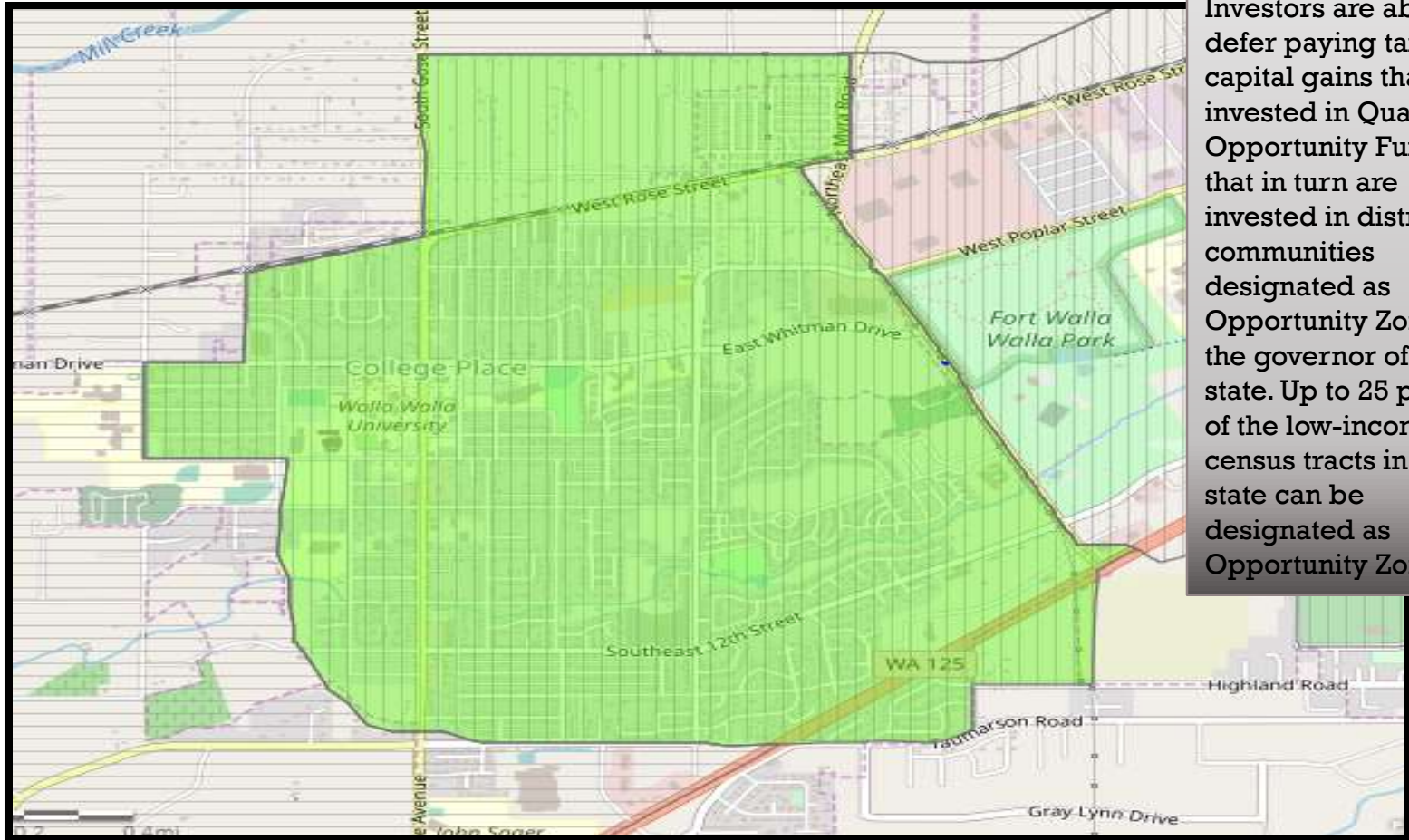
❖ **TOTAL Square Footage**

520,511



OPPORTUNITY ZONE

COLLEGE PLACE IS AN OPPORTUNITY ZONE



Investors are able to defer paying taxes on capital gains that are invested in Qualified Opportunity Funds that in turn are invested in distressed communities designated as Opportunity Zones by the governor of each state. Up to 25 percent of the low-income census tracts in each state can be designated as Opportunity Zones.

<https://www.commerce.wa.gov/growing-the-economy/opportunity-zones/>



SITE 1

4.54 and acre General Commercial, Parcel #350725522434
Located on NE Rose St. with good access to Myra Rd. Opportunity Zone



Contact Pauline S. Guglielmelli (509) 525-9057



SITE 2

Southwest Corner of NE Rose St & Carey Ct
1.5 acres General Commercial, Parcel #350725522310
Located on NE Rose St with excellent access to Myra Rd. Opportunity Zone



Adjacent to Sportsman Warehouse, Ulta, Bed Bath & Beyond,
Pet Smart, Marshalls, Ross, Famous Footwear, Valvoline,
Home Depot

Contact – David Corbett – 509-525-4465



SITE 3

Outlet in front of Home Depot
0.22 acres General Commercial, Parcel #350725590103
Located on NE "C" St with excellent access to Myra Rd. Opportunity Zone



Adjacent to Sportsman Warehouse, Goodwill, Ulta, Bed Bath
& Beyond, Pet Smart, Marshalls, Ross, Famous Footwear,
Valvoline, Home Depot, Walmart, Honda

Contact – Jayne DiDario – 509-956-6097 /
jayne@wallawallasir.com



SITE 4

Village at Fort Walla Walla / SW Corner of Myrd Rd & Whitman Dr
33.23 acres General Commercial . Opportunity Zone
Approximately 200,000 SF of Retail / Office Space
Planning and Environmental Permitting Completed



Contact – Bob Price 757-805-8198 / bobpandmelj@gmail.com

SITE 4-CONTINUED

Village at Fort Walla Walla Shared Street/Main Street Concepts



SITE 5

6.43 acres, Myra Road Frontage, across from Fort Walla Walla Park.

Parcel # 350736110047, 360731220044 . Opportunity Zone



Sportsman Warehouse, ULTA, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Bob Rupar 509-524-7406 / bob.Rupar@nelsonirrigation.com



SITE 6

6.11 acres, Close to HWY 125, Corner of Myra Rd & SE 12th
Parcel # 360731230060 . Opportunity Zone



Sportsman Warehouse, ULTA, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Bob Rupar (509) 524-7406 / bob.Rupar@nelsonirrigation.com



SITE 7

1.09 acres, Corner of SR 125 & Myra Road
Parcel # 360731320069 . Opportunity Zone



Excellent location for Auto Dealer

Near Sportsman Warehouse, Ulta, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Tom Moran (509) 525-0804 / tmoran@communitybanknet.com



SITE 8

1.09 acres, Commercial Dr, SR 125 & Myra Road, 1279 SE Commercial Drive
Parcel # 350731320075 . Opportunity Zone



Excellent location for Auto Dealer
Near Sportsman Warehouse, Ulta, Bed Bath & Beyond,
Pet Smart, Marshalls, Ross, Famous Footwear,
Goodwill, Valvoline, Home Depot, Walmart, Honda
Contact – Dave Corbett (509)-525-4110 / david@lloydsinsurance.net



SITE 9

2.76 & 3.32 acres. Direct access to SR 125 w/signal, 1255 SE Commercial Drive
Parcel # 350736060001, 350736410054 . Opportunity Zone



Excellent location for Auto Dealer
Near Petco, Big 5 Sporting Goods, Walmart, Honda

Contact – Randy McPherson (541) 746-2110

Broker – David Corbett (509)-525-4110 / david@lloydinsurance.net



SITE 10

0.95 & 0.36 ac, Adjacent to SR 125 w/signal.
Parcel # 350601210093, 350601210095



North to.



Near Sportsman Warehouse, Game Stop, Papa Murphy's, Sally Beauty Supply, Del Taco, Famous Footwear, Verizon Wireless, Maurices, Walmart, Honda

Broker – Rob Ellsworth Ph: (509)-430-2378 Em: rob.ellsworth@svn.com



SITE 11

6.72 acres, Adjacent to SR 125 w/signal. / 1655 SE Meadowbrook Drive
Parcel # 350601210090



Excellent Location for a Hotel, Retail, or Restaurants
Contact – Travis Watts 509-386-0955 /travisw@cbfr.biz

SITE 12

27 acres, Near Intersection of SR 125 & College Avenue
Parcel # 35060211002



Excellent Location for a Hotel
Near Future Residential (300SFR)
Near College Place High School, Wal-Mart, Les Schwab,
HopThief Taphouse, Panda Express, Del-Taco

Contact – Michael McKeirnan 509-301-5341 / stonecreekdevelopment@Hotmail.com



CITY CONTACTS

- Michael Rizzitiello, City Administrator 509-394-8506 or 509-520-9091
 - Email: mrizzitiello@cpwa.us
- Jon Rickard, Community Development Director 509-394-8524
 - Email: jrickard@cpwa.us
- Robert McAndrews, Public Works Director 509-394-8526
 - Email: rmcandrews@cpwa.us
- Scott Hall, Building Official 509-394-8522
 - Email: shall@cpwa.us





College Avenue

Downtown College Place (4th to 13th Streets)

North College Ave Business District (Whitman Drive to Rose Street)

College Avenue serves as the Main Street of the community. The corridor recently underwent a \$15 million reconstruction which includes pedestrian lighting, sidewalks and traffic signals. The corridor consists of a mix of small businesses, offices, and residential. Walla Walla University is at the center of the corridor. It has Bachelor and Graduate Degree Programs and has a student population of 2,000. The long term vision of this corridor is spelled out in the recently adopted College Avenue Design Standards. Community goals for the corridor is to create “small town” atmosphere, be a setting for a “slow pace of life,” and make sure that buildings and storefront are the dominant features. Various properties are available for sale or lease.

Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2021 Population	37,312	69,886	77,678
2026 Population	38,525	71,576	79,419
2021 Daytime Population	39,871	67,732	76,242
2021 Median Household Income	\$53,187	\$56,879	\$57,145
2026 Median Household Income	\$60,316	\$64,627	\$64,849
2021 Median Home Value	\$280,442	\$283,689	\$279,696
2026 Median Home Value	\$516,317	\$512,353	\$486,382
2021 Median Age	37.5	38.0	38.7
2026 Median Age	38.8	39.0	39.5

Retail Leakage Gap (45 Minute Drive Time)

Type	Gap	Factor
Other General Merchandise Stores	\$47,649,860	81.3
Jewelry, Luggage, and Leather Goods	\$7,330,273	67.2
Clothing Stores	\$22,455,907	63.0
Nonstore Retailers	\$9,324,281	60.8
Clothing & Clothing Accessories	\$32,170,452	58.8
Other Motor Vehicle Dealers	\$18,032,518	56.1
Furniture Stores	\$9,526,550	49.0
Other Miscellaneous Store Retailers	\$12,277,039	35.0
Office Supplies, Stationary, and Gifts	\$3,175,831	30.9
Miscellaneous Store Retailers	\$12,277,039	31.3
Electronic and Appliance Stores	\$13,310,626	30.6

Source: ESRI Business Analyst Online, Market & Retail Marketplace Profile Reports Jan 2022.



Meadowbrook/Stone Creek Business District



The Meadowbrook Business District comprises land zoned General Commercial near the intersection of State Route 125 & Meadowbrook Drive. Commercial businesses in the area include Super Walmart, HopThief Tap House, Maurice's, Del Taco, Panda Express, GameStop, Subway, Papa Murphy's Pizza, and more. The new College Place Library is in Meadowbrook Plaza. College Place High School and John Sager Middle School are nearby. Commercially-zoned land is available for sale behind Meadowbrook Plaza and across the street from College Place High School on College Avenue.



Data Points

Statistic	10 Minute Drive Time	30 Minute Drive Time	45 Minute Drive Time
2021 Population	38,119	68,943	78,854
2026 Population	39,377	70,630	80,588
2021 Daytime Population	40,196	66,863	77,764
2021 Median Household Income	\$55,293	\$56,851	\$56,918
2026 Median Household Income	\$62,650	\$64,581	\$64,605
2021 Median Home Value	\$286,695	\$283,296	\$278,569
2026 Median Home Value	\$531,397	\$508,677	\$480,892
2021 Median Age	38.4	37.9	38.7
2026 Median Age	39.6	38.9	39.5

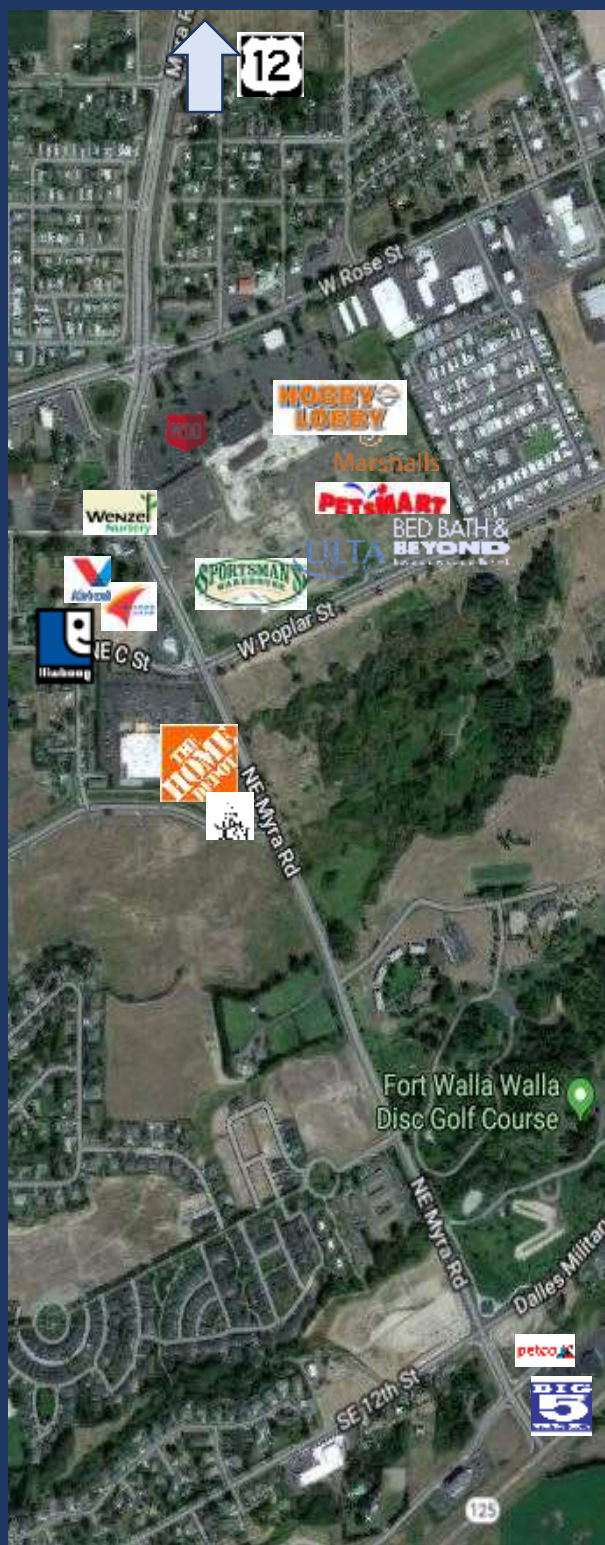
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We are OPEN for business!!!!

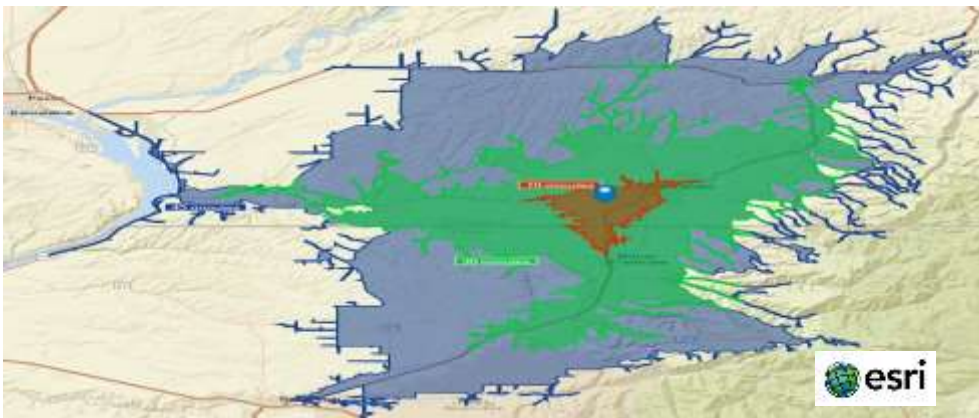
And ready for yours.

Nestled in the picturesque Walla Walla Valley, our stunning blue skies offer more than an ideal climate; they represent the boundless investment opportunities of College Place. College Place offers residents and business direct access to three superb higher education institutions, a quality public and private secondary education system, reliable infrastructure, extensive labor market, efficient transportation systems, and a forward-thinking government that thrives on innovation. College Place offers investors, businesses, and employees the perfect place to live, work, and play. We build upon the foundation of small town character to enhance the quality of life, while providing reliable, innovative, efficient, and courteous service that is second to none.

Demographic Overview

	10 Minute Drive		30 Minute Drive		45 Minute Drive	
	2021	2026	2021	2026	2021	2026
Population	38,119	39,377	68,943	70,630	78,854	80,588
Households	14,897	15,415	25,668	26,360	29,669	30,385
Median Income	\$55,293	\$62,650	\$56,851	\$64,581	\$56,918	\$64,605
Per Capita Income	\$29,135	\$33,543	\$28,597	\$32,889	\$28,991	\$33,257
Median Age	38.4	39.6	37.9	38.9	38.7	39.5

Drive Time Trade Area Map



- ✓ Pro-business attitude
- ✓ Prime location
- ✓ Inexpensive business license and permitting costs
- ✓ Efficient development review process
- ✓ Access to highway, rail, and airports
- ✓ Great quality of life
- ✓ Outstanding public and private K thru 12th grade school systems
- ✓ Three superb higher education institutions
- ✓ Over 85 acres of Infill and greenfield development sites
- ✓ Competitively priced utilities



City of College Place Economic Development

Mike Rizzitiello, City Administrator
625 S. College Ave, College Place, WA, 99324
Phone: (509)-394-8506
Email: mrizzitiello@cpwa.us

Website: www.cpwa.us
www.portwallawalla.com/





We are OPEN for business!!!!

These retailers are
Beautifully positioned
in College Place, Washington!



Based on an analysis of lifestyle characteristics of our households, College Place's consumers match the core customers of concepts such as:



Potential Retail Leakage 45 Minute Drive Time

- Restaurants: \$12,303,504
- Automotive Dealers: \$43,454,775
- Electronic and Appliances: \$13,337,594
- Health & Personal Care: \$16,276,872
- Gasoline Stations: \$5,898,156
- Clothing Stores: \$22,699,234
- Grocery Stores: \$8,964,635
- Furniture & Home: \$11,187,705



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COLLEGE PLACE-WASHINGTON

WALLA WALLA VALLEY

COMMERCIAL PROPERTIES



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- Armed Forces Career Center
- Papa Murphys
- Sprint
- Human Bean
- Fresh lime
- P1FCU
- HopThief Taphouse
- Sportsman Warehouse
- ULTA
- Bed Bath & Beyond
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- Nissan
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- Big 5 Sporting
- Petco



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▪ Panda Express	Restaurant	1721 SE Meadowbrook	2,448
▪ Honda of America	Retail	1240 SE Commercial Dr	21,829
▪ HAPO Credit Union	Bank	2376 Taumaron Rd	3,683
▪ GSA Building	Soc. Security	880 NE Rose	4,600
▪ Paragon Auto	Retail	990 NE Rose	2,239
▪ Comprehensive Mental Health	Medical	1250 SE Commercial Dr	16,233
▪ Human Bean	Retail	1195 E. Whitman Dr	494
▪ HopThief Taphouse	Retail	795 SE Sydnee Ln	10,000
▪ Goodwill College Place	Retail	1017 NE C Street	25,341

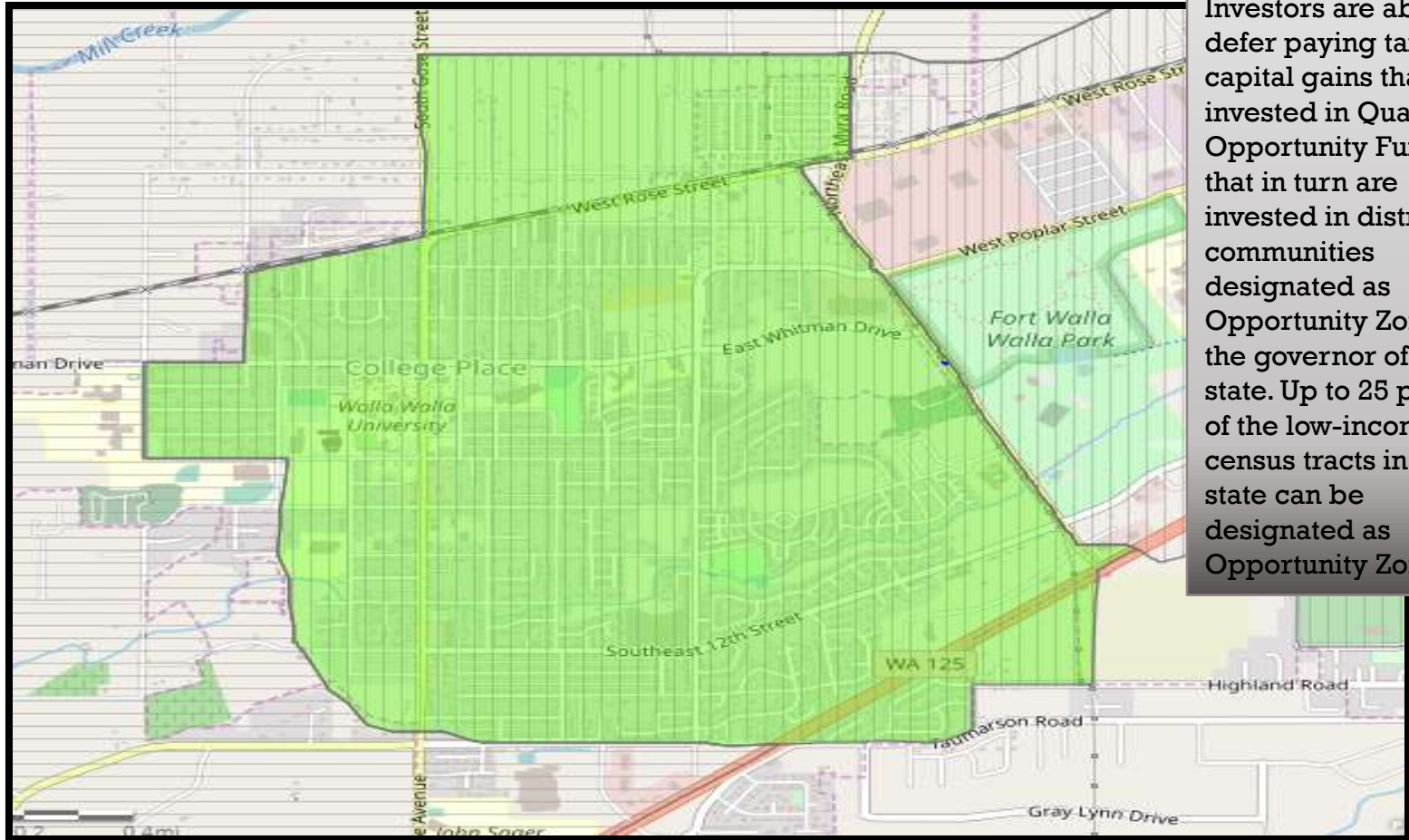
❖ **TOTAL Square Footage**

520,511



OPPORTUNITY ZONE

COLLEGE PLACE IS AN OPPORTUNITY ZONE



Investors are able to defer paying taxes on capital gains that are invested in Qualified Opportunity Funds that in turn are invested in distressed communities designated as Opportunity Zones by the governor of each state. Up to 25 percent of the low-income census tracts in each state can be designated as Opportunity Zones.

<https://www.commerce.wa.gov/growing-the-economy/opportunity-zones/>



SITE 1

4.54 and acre General Commercial, Parcel #350725522434
Located on NE Rose St. with good access to Myra Rd. Opportunity Zone



Contact Pauline S. Guglielmelli (509) 525-9057



SITE 2

Southwest Corner of NE Rose St & Carey Ct
1.5 acres General Commercial, Parcel #350725522310
Located on NE Rose St with excellent access to Myra Rd. Opportunity Zone



Adjacent to Sportsman Warehouse, Ulta, Bed Bath & Beyond,
Pet Smart, Marshalls, Ross, Famous Footwear, Valvoline,
Home Depot

Contact – David Corbett – 509-525-4465



SITE 3

Outlet in front of Home Depot
0.22 acres General Commercial, Parcel #350725590103
Located on NE "C" St with excellent access to Myra Rd. Opportunity Zone



Adjacent to Sportsman Warehouse, Goodwill, Ulta, Bed Bath
& Beyond, Pet Smart, Marshalls, Ross, Famous Footwear,
Valvoline, Home Depot, Walmart, Honda

Contact – Jayne DiDario – 509-956-6097 /
jayne@wallawallasir.com



SITE 4

Village at Fort Walla Walla / SW Corner of Myrd Rd & Whitman Dr
33.23 acres General Commercial . Opportunity Zone
Approximately 200,000 SF of Retail / Office Space
Planning and Environmental Permitting Completed



Contact – Bob Price 757-805-8198 / bobpandmelj@gmail.com

SITE 4-CONTINUED

Village at Fort Walla Walla Shared Street/Main Street Concepts



SITE 5

6.43 acres, Myra Road Frontage, across from Fort Walla Walla Park.

Parcel # 350736110047, 360731220044 . Opportunity Zone



Sportsman Warehouse, ULTA, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Bob Rupar 509-524-7406 / bob.Rupar@nelsonirrigation.com



SITE 6

6.11 acres, Close to HWY 125, Corner of Myra Rd & SE 12th
Parcel # 360731230060 . Opportunity Zone



Sportsman Warehouse, ULTA, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Bob Rupar (509) 524-7406 / bob.Rupar@nelsonirrigation.com



SITE 7

1.09 acres, Corner of SR 125 & Myra Road
Parcel # 360731320069 . Opportunity Zone



Excellent location for Auto Dealer

Near Sportsman Warehouse, Ulta, Bed Bath & Beyond, Pet Smart, Marshalls, Ross, Famous Footwear, Goodwill, Valvoline, Home Depot, Walmart, Honda

Contact – Tom Moran (509) 525-0804 / tmoran@communitybanknet.com



SITE 8

1.09 acres, Commercial Dr, SR 125 & Myra Road, 1279 SE Commercial Drive
Parcel # 350731320075 . Opportunity Zone



Excellent location for Auto Dealer
Near Sportsman Warehouse, Ulta, Bed Bath & Beyond,
Pet Smart, Marshalls, Ross, Famous Footwear,
Goodwill, Valvoline, Home Depot, Walmart, Honda
Contact – Dave Corbett (509)-525-4110 / david@lloydsinsurance.net



SITE 9

2.76 & 3.32 acres. Direct access to SR 125 w/signal, 1255 SE Commercial Drive
Parcel # 350736060001, 350736410054 . Opportunity Zone



Excellent location for Auto Dealer
Near Petco, Big 5 Sporting Goods, Walmart, Honda

Contact – Randy McPherson (541) 746-2110

Broker – David Corbett (509)-525-4110 / david@lloydinsurance.net



SITE 10

0.95 & 0.36 ac, Adjacent to SR 125 w/signal.
Parcel # 350601210093, 350601210095



North to.



Near Sportsman Warehouse, Game Stop, Papa Murphy's, Sally Beauty Supply, Del Taco, Famous Footwear, Verizon Wireless, Maurices, Walmart, Honda

Broker – Rob Ellsworth Ph: (509)-430-2378 Em: rob.ellsworth@svn.com



SITE 11

6.72 acres, Adjacent to SR 125 w/signal. / 1655 SE Meadowbrook Drive
Parcel # 350601210090



Excellent Location for a Hotel, Retail, or Restaurants
Contact – Travis Watts 509-386-0955 /travisw@cbfr.biz

SITE 12

27 acres, Near Intersection of SR 125 & College Avenue
Parcel # 35060211002



Excellent Location for a Hotel
Near Future Residential (300SFR)
Near College Place High School, Wal-Mart, Les Schwab,
HopThief Taphouse, Panda Express, Del-Taco

Contact – Michael McKeirnan 509-301-5341 / stonecreekdevelopment@Hotmail.com



CITY CONTACTS

- Michael Rizzitiello, City Administrator 509-394-8506 or 509-520-9091
 - Email: mrizzitiello@cpwa.us
- Jon Rickard, Community Development Director 509-394-8524
 - Email: jrickard@cpwa.us
- Robert McAndrews, Public Works Director 509-394-8526
 - Email: rmcandrews@cpwa.us
- Scott Hall, Building Official 509-394-8522
 - Email: shall@cpwa.us



City of College Place, Washington

RESOLUTION NO. 21-016

A RESOLUTION SETTING FORTH THE INTENT OF THE CITIES OF WALLA WALLA AND COLLEGE PLACE TO COLLABORATIVELY WORK TOWARDS ESTABLISHING ACCESSIBLE HIGH-SPEED BROADBAND

WHEREAS, the City of College Place is a non-chartered code city under Title 35A of the Revised Code Washington (RCW); and

WHEREAS, the cities of Walla Walla and College Place have determined that high-speed broadband of at least one-hundred megabytes per second is a critical infrastructure service that is necessary for education, business, and economic wellbeing; and

WHEREAS, The City of Walla Walla and College Place desire to provide high-speed broadband throughout both communities; and

WHEREAS, the Cities of Walla Walla and College Place intend to determine how to deliver affordable high-speed broadband to low-income neighborhoods; and

WHEREAS, the Cities of Walla Walla and College Place, in the interests of efficiency, fairness and pursuit of harmonious relations, have determined that cooperation and partnership will yield the best results for our communities; and

WHEREAS, the City Council has considered this matter during a regularly and duly called public meeting of said Council, has given said matter careful review and consideration, and finds that passage of this resolution is an appropriate function for the city and that the best interests of the City of Walla Walla will be served by passage of this resolution;

NOW THEREFORE, the City Council of the City of College Place resolves as follows:

Section 1: The College Place City Council hereby supports working jointly with the City of Walla Walla to determine the most feasible method for providing high-speed broadband, defined as a minimum of one-hundred megabytes per second, to all residents and businesses within the two cities.

Section 2. It is anticipated this work will require contracting with subject matter experts to accurately determine the best approach to providing high-speed broadband throughout the two communities, and that such costs will be borne by a prorated basis of each cities' population.

Section 3. College Place’s City Administrator and designees are directed to work with Walla Walla officials to jointly seek the grant funding and legislative appropriations necessary to support the effort to establish community-wide, high-speed broadband for cities of Walla Walla and College Place.

Section 4. The College Place City Administrator is directed to arrange joint council meetings with Walla Walla to report progress and receive direction.

PASSED by the City Council of the City of College Place, Washington, this 22nd day of February 2022.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Lisa R. Neissl, City Clerk

Rea Culwell, City Attorney

City of College Place, Washington
RESOLUTION NO. 22-017

A RESOLUTION OF THE CITY OF COLLEGE PLACE, WASHINGTON, AUTHORIZING & SUPPORTING A GRANT APPLICATION BEFORE THE WILDHORSE FOUNDATION FOR TWO i4-POD SECURITY LINES CAMERA SYSTEMS FOR THE CITY

WHEREAS, the City of College Place is a non-charter code city under Title 35A RCW; and

WHEREAS, the City of College Place has five operational Security Lines camera systems at Kiwanis Park, Lions Park, Veterans Park, 12th & College, and Whitman & College which have helped deter crime and in multiple cases has captured evidence of incidences in the parks that was used to catch criminals; and

WHEREAS, the Wildhorse Foundation has a quarterly grant program that covers public safety projects; and

NOW THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE AS FOLLOWS:

1. The City Council of College Place, Washington authorizes and fully supports the Wildhorse Foundation Grant Application for two (2) i4-POD Security Lines Camera Systems.

Clerical Corrections. The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

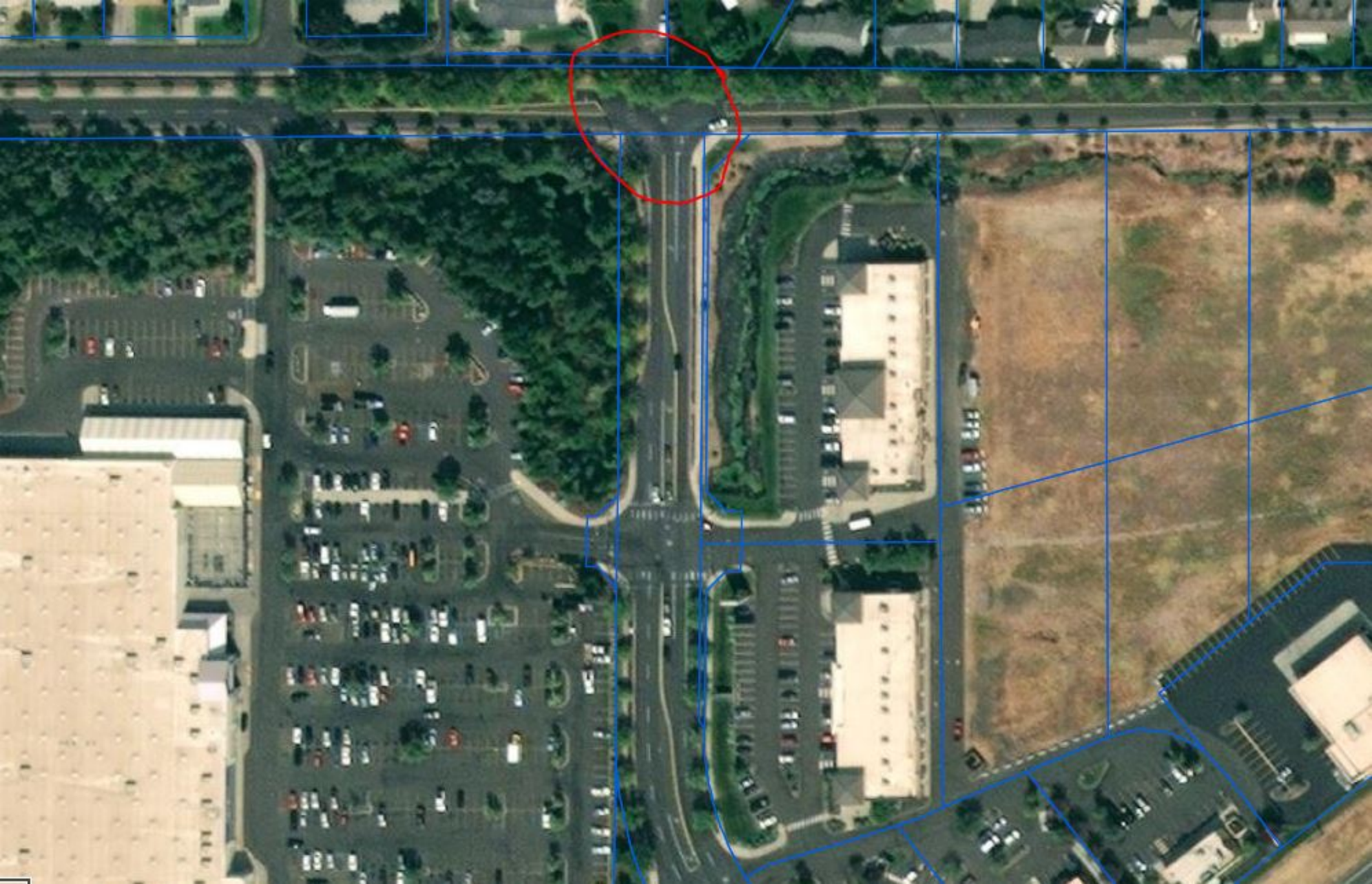
PASSED by the City Council of the City of College Place, Washington, this 22nd^h day of February, 2022.

Attest:

Norma L. Hernández, Mayor

Lisa R. Neissl, CMC
City Clerk





MEMORANDUM

DATE: 12/21/2021

TO: Robert McAndrews, Public Works Director

CC:

FROM: Travis Marden, P.E.

SUBJECT: Meadowbrook Shopping Center Entrance

As requested by the City of College Place, J-U-B Engineers, Inc. has reviewed the intersection configuration at SE Meadowbrook Street and the southerly entrance into the Meadowbrook Shopping Center and Walmart. Our review was focused primarily on the entrance to Walmart and the westbound traffic on SE Meadowbrook Street that attempt to turn left into the Walmart parking lot around a traffic island specifically designed to restrict this traffic. The south side of the intersection is clearly delineated with “No Left Turn” and “Do Not Enter” signage. The intersection is shown below.



SE Meadowbrook Street looking northerly

During our MS Teams call held on Wednesday, December 15, 2021, we discussed a few options that would aid in restricting the unwanted westbound left turn movement. The improvements discussed are as follows:

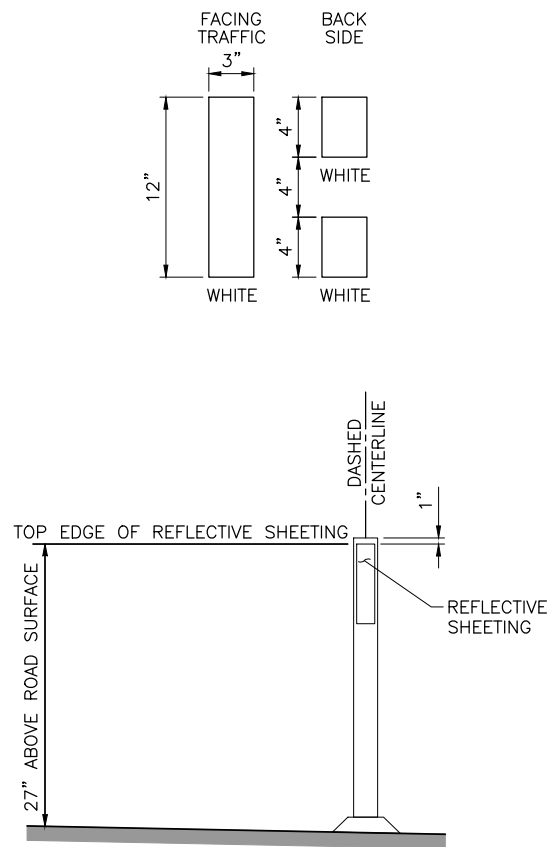
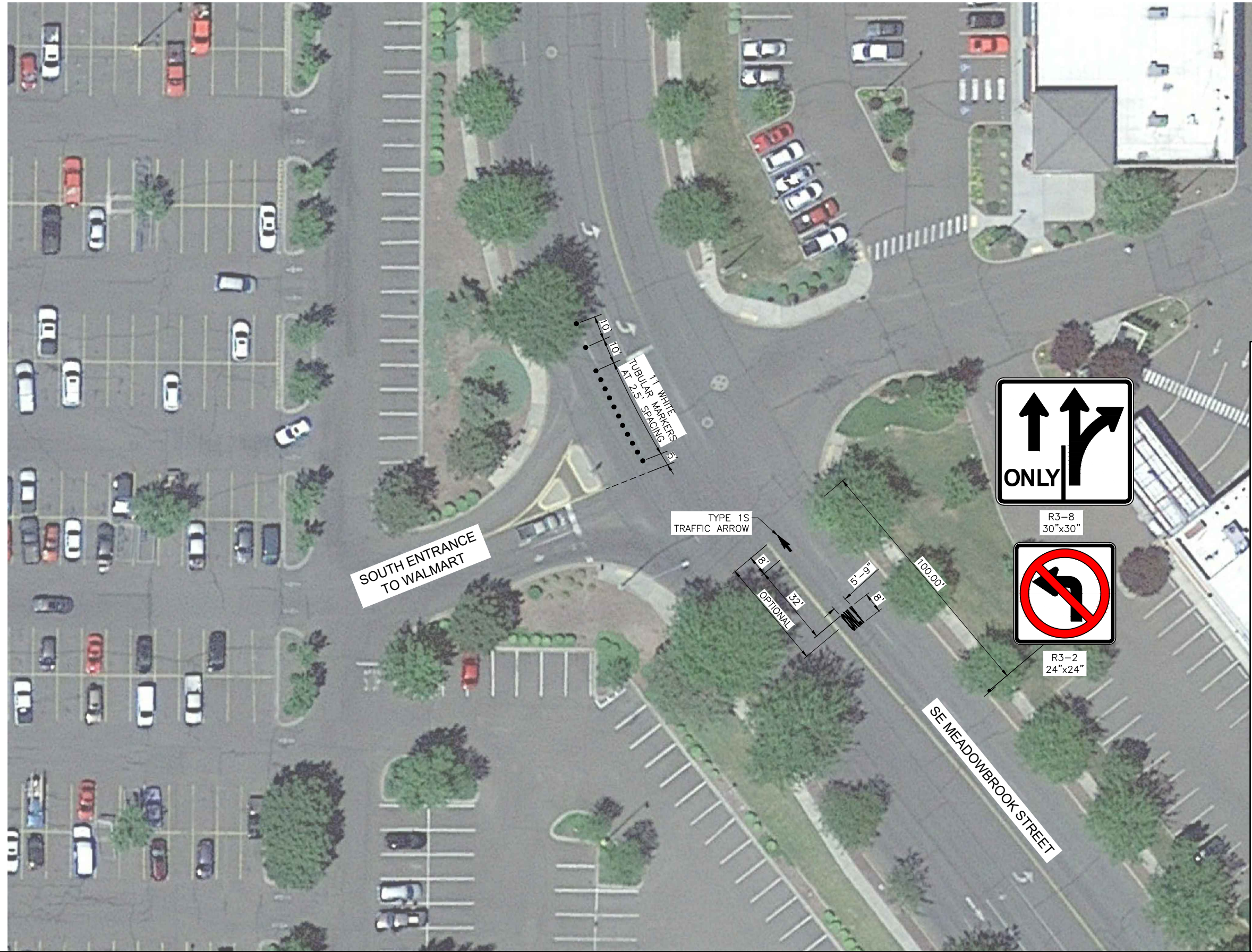
1. C-curbing or tubular markers: Adding tubular markers or Type C Precast Curb along either the eastbound SE Meadowbrook white gore stripe of the left turn lane or on the white centerline stripe between the eastbound lanes will restrict westbound lefts and cross street access into the parking lot. Type C Curb works well but is expensive to construct and is not recommended between travel lanes in the same direction. Placing C-curb along the yellow centerline and

extending beyond the eastbound left turn stop bar may interfere with northbound left turning vehicle movements, especially large trucks. Also, once the curbing is covered in snow it tends to get hit by snowplows and other vehicles, knocking large sections out of place, and creating increased maintenance for City crews. Tubular markers are relatively inexpensive, are visible above typical accumulations of snow, and are quick and easy to construct and replace. They can be placed between travel lanes in the same direction and the high visibility of tubular markers in all weather conditions will provide increased delineation of the centerline and will help prohibit vehicles from entering around the traffic island. See Figure 1 for the suggested tubular marker layout. Anticipated cost for tubular markers is \$150 per marker, including materials, labor and equipment, for a total of \$1,950.

There is no official guidance for the use of tubular markers for uses other than temporary traffic control zone devices, so our recommendation is based on engineering judgement and past project experience.

2. Signage: Supplementing existing signage with additional regulatory signs will identify and delineate lane usage and will help reinforce the intended function of the intersection. Adding R3-8 and R3-2 regulatory signs for the westbound SE Meadowbrook traffic will clearly indicate the permitted intersection lane control. This suggested signage improvement is also shown on Figure 1. Anticipated costs for these additional signs is \$600, included materials, labor, and equipment.
3. Pavement Marking: Although this wasn't discussed in our meeting, providing words and arrow markings on the pavement can emphasize important regulatory messages because they do not require diversion of the driver's attention from the roadway surface. Adding a plastic through arrow and the word "ONLY" reinforces the usage of the inside westbound lane as a through-only lane. We feel this is an optional improvement as the cost of install may not provide the level of benefit the other recommended improvements will have. The costs to add these pavement markings is anticipated to be \$800.

Plot Date: 12/22/2021 7:27 AM Plotted By: Mary M. Wilkinson
Data Created: 12/22/2021 1:05:00 PM Client: COLLEGE PLACE CITY PROJECTS 30-20-075-2000 ON-CALL DESIGN-03 MEADOWBROOK SHOPPING ENTRANCE 30-20-075-003 FIGURE 1.DWG



TUBULAR MARKER

CITY OF COLLEGE PLACE
MEADOWBROOK SHOPPING ENTRANCE
CHANNELIZATION IMPROVEMENTS
FIGURE 1

2021 Capital Projects Update – 4th Quarter

	Total 2021 Budget	4th Qrt 2021 Exp	Remaining	% Used
CFP Totals	\$ 13,394,149	\$ 9,664,572	\$ 3,729,577	72%
ER&R Totals	\$ 902,264	\$ 507,757	\$ 394,507	56%
IT Totals	\$ 330,603	\$ 313,723	\$ 16,880	95%
	Total Budgeted	4th Qrt Exp	2021 Total Exp	
Project Capital Expenses	\$ 14,627,017	\$ 10,486,052	\$ 10,935,705	
Non-Project Capital Expenses		\$ 449,654		

Capital Facility Plan

Project *	Func	2021 Budget	4th Qrt YTD Exp.	Remaining	Status
2016 - Regional Fire Training Tower Contribution	315	50,300	-	50,300	Carryover to 2022
2017 - Replace Exterior Staircase on East Side of Building.	315	30,000	-	30,000	Carryover to 2022
3011 - Police Department: RTU Package 3 Ton Heater/Chiller	315	15,000	-	15,000	Carryover to 2022
3019 - Police Evidence Building	315	149,500	164,535	(15,035)	Completed 2021
4001 - Lions Park Renovation	306	2,000,000	47,600	1,952,400	Carryover to 2022
4008 - 12th Street Parklet	001	10,000	475	9,525	Carryover to 2022
5012 - Outfall Replacement Program	403	100,000	12,678	87,322	Carryover to 2023
5013 - Destito & Earl Ln Stormwater Retrofit	403	209,162	284,597	(75,434)	Completed 2021
6029 - 4Bikes Project (Fourth - College to Academy, Academy - Whitman to 4th)	330	600,000	88,057	511,943	Carryover to 2022
6027 - SE Meadowbrook Grind and Overlay	311	313,560	290,499	23,061	Completed 2021
6044 - Installation of stop signs at Whitman/Larch.	311	10,000	-	10,000	Carryover to 2022
6048 - Safewalk College Place	309	339,530	315,295	24,235	Carryover to 2022
6058 - Crosswalk Improvements in front of CP Post Office	311	90,000	-	90,000	Carryover to 2023
6018 - Chipseal Program	305	60,000	63,273	(3,273)	Completed 2021
6059 - Block Resurfacing Program	305	30,000	-	30,000	Carryover to 2022
6063 - CP Downtown Parking Lot Project	311	200,000	-	200,000	Carryover to 2023
7004 - WWTPMJRIMP - WWTP Improvements - Implementation Phase 1	411	500,000	994,644	(494,644)	Carryover to 2022
7008 - SWSEWER - Southwest College Place Trunkline and Lift Station	411	7,587,097	6,949,137	637,960	Completed 2022
7016 - Neighborhood Sewer Lining	411	357,000	201,177	155,823	Carryover to 2022
8001 - Well No. 2 Relocation	410	243,000	200,082	42,918	Completed 2021
8007 - Sky & 12 Water Main Replacements	410	200,000	52,523	147,477	Carryover to 2022
8019 - Whitman Maple Solar Array	410	300,000		300,000	Carryover to 2022
CFP Total		\$ 13,394,149	\$ 9,664,572	\$ 3,729,577	

Equipment Replacement Plan

Mike's order	Project *	Func	2021 Budget	4th Qrt YTD Exp.	Remaining	Status
86	1009 - Replacement emergency backup generator for City Hall.	315	200,000	-	200,000	Carryover to 2022
89	2001 - Turnouts	001	12,000	12,070	(69.53)	Completed 2021
90	2008 - Vehicle #UT303 Fire Marshall Vehicle Lease	320	9,000	46,300	(37,300)	Purchased vehicle
91	2006 - SCBA Replacement	001	27,744	3,113	24,631	Carryover to 2022
92	2009 - Vehicle #304 Fire Captain's Truck Lease	320	9,000	8,635	365	Completed 2021
93	2024 - Replacement Wildland Fire Truck.	320	20,000	-	20,000	Completed in 2020
98	3005 - Police Vehicle Leasing Program	320	72,520	67,893	4,627	Completed 2021
99	3006 - Taser Replacement	120	17,000	-	17,000	Carryover to 2022
105	6020 - Vehicle #501	320	90,000	-	90,000	Carryover to 2022
106	6033 - Replacement #509 Grader	320	160,000	186,311	(26,311)	Completed 2021
107	6026 - Vehicle 510 - Street Pickup	320	57,000	38,173	18,827	Completed 2021
114	8010 - Vehicle #603	410	37,000	38,173	(1,173)	Completed 2021
115	7018 - Jacobs Contract Addendum Cost (Equipment Portion)	411	191,000	107,090	83,910	Completed 2021
	ER&R Total	\$	902,264	\$	507,757	\$ 394,507

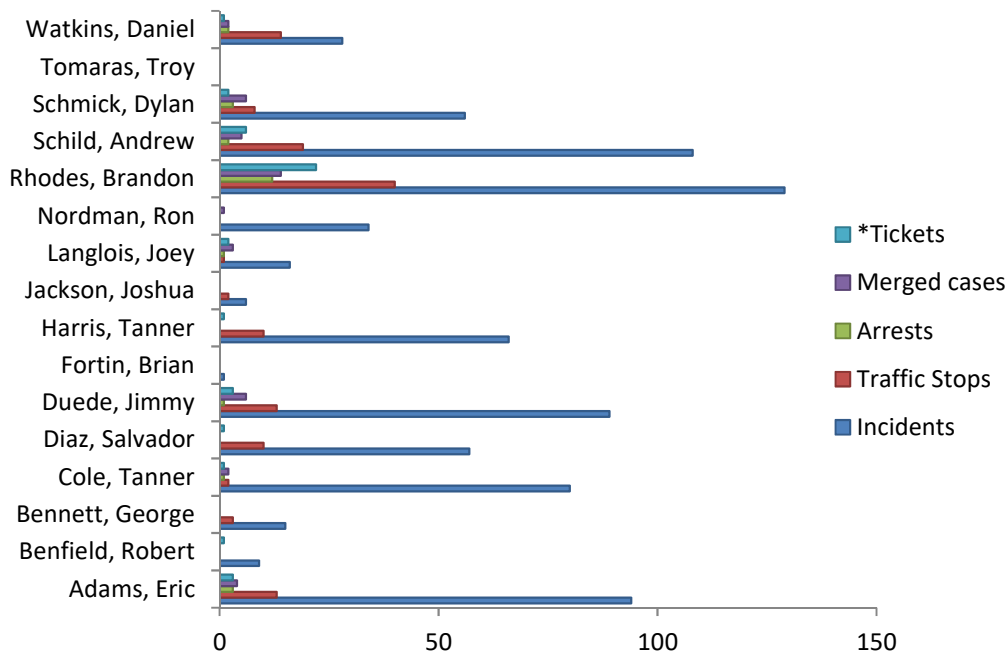
Information Technology Plan

Project *	Func	2021 Budget	4th Qrt YTD Exp.	Remaining	Status
1022 - City Council Chambers - AV System	012	24,000	30,000	-6,000	Carryover to 2022
1023 - Server Memory/RAM	012	500	-	500	Carryover to 2022
1024 - City Hall Server Room - Video Walls and AV Server Rack	012	40,000	6,361	33,639	Carryover from 2020
1032 - Computers	012	2,000	2,000	0	Completed 2021
1027 - Vipre Security Software	012	500	592	-92	Completed 2021
1028 - Revize Website	012	6,000	5,900	100	Completed 2021
1029 - DocLocator - Maintenace	012	4,000	6,696	-2,696	Completed 2021
1034 - Bias	012	12,700	13,227	-527	Completed 2021
1035 - XPressBillPay/Webcheck Maintenance	012	4,600	10,248	-5,648	Completed 2021
1036 - Questica	012	12,000	12,871	-871	Completed 2021
1038 - ArchiveSocial	001	5,000	4,788	212	Completed 2021
1039 - Smarsh	001	5,000	4,645	355	Completed 2021
1040 - Neogov - Standard	012	5,600	6,089	-489	Completed 2021
1041 - Neogov - HR E-Forms	012	6,087	3,581	2,506	Completed 2021
1042 - NextRequest	001	5,000	5,094	-94	Completed 2021
1043 - BoardDocs - Maintenace	001	7,000	6,522	478	Completed 2021
1044 - Zoom	001	3,000	3,954	-954	Completed 2021
1045 - ESRI Business Analyst	012	4,500	2,935	1,565	Completed 2021
1030 - Intermountain Education Service District (IMESD) IT Staff Support	012	61,800	61,800	0	Completed 2021
1031 - Association of Washington Cities GIS Consortium: Tier II Membership	012	6,600	13,527	-6,927	Completed 2021
1046 - Computers - CH	012	2,000	-	2,000	Completed 2021
1047 - Azavar - Short Term Vacation Rental Software Maintenance Expense	012	500	1,062	-562	Completed 2021
1048 - Iworq - Community Development	012	11,800	11,800	0	Completed 2021
1049 - Survey Monkey	012	1,188	1,552	-364	Completed 2021
2019 - Computers - FD	012	2,000	2,000	0	Completed 2021
2020 - MDT's	012	6,000	3,811	2,189	Completed 2021
2021 - Portable Radio Replacement	012	19,500	10,620	8,880	Completed 2021
2022 - Firehouse Software Update	012	7,500	6,221	1,279	Completed 2021
3014 - Body Cameras, Redaction Software, and Replacement Tasers with Warante	012	30,183	47,183	-17,000	Completed 2021
3016 - Computers	012	5,000	1,419	3,581	Completed 2021
3017 - Server Replacement - Dispatch/911	012	16,600	14,782	1,818	Completed 2021
3018 - NetMotion	001	945	945	0	Completed 2021
8021 - Computers - PW	012	1,000	1,000	0	Completed 2021
8022 - Iworq Asset Management & Backflow Software Maintenance	400	10,500	10,500	0	Completed 2021
IT Total		\$ 330,603	\$ 313,723	\$ 16,880	

January 2022 Officer Activity



Totals	788	135	25	43	43
Officer	Incidents	Traffic Stops	Arrests	Merged cases	*Tickets
Adams, Eric	94	13	3	4	3
Benfield, Robert	9	0	0	0	1
Bennett, George	15	3	0	0	0
Cole, Tanner	80	2	1	2	1
Diaz, Salvador	57	10	0	0	1
Duede, Jimmy	89	13	1	6	3
Fortin, Brian	1	0	0	0	0
Harris, Tanner	66	10	0	0	1
Jackson, Joshua	6	2	0	0	0
Langlois, Joey	16	1	1	3	2
Nordman, Ron	34	0	0	1	0
Rhodes, Brandon	129	40	12	14	22
Schild, Andrew	108	19	2	5	6
Schmick, Dylan	56	8	3	6	2
Tomaras, Troy	0	0	0	0	0
Watkins, Daniel	28	14	2	2	1



Daily Incident Log



Print Date/Time: 02/07/2022 08:38
Login ID: mbarr
Disposition: All

From Date: 01/01/2022 00:00
To Date: 01/31/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/01/2022 00:47	Citizen Contact	2022-00000001	SW DOANS AVE / SW JULIA ST	,	No	416	416
01/01/2022 01:37	Citizen Contact	2022-00000002	SW DAVIS AVE / SW 1ST ST	,	No	416	416
01/01/2022 02:55	Disturbance	2022-00000003	424 SE ASPEN LN 102	NORTON, MIRANDA	No	416	416
01/01/2022 03:30	Missing Person	2022-00000004	2368 HERITAGE RD	MATA, VANESSA	Yes	416	416
01/01/2022 09:29	Bike Found	2022-00000005	400 SE 3RD ST BLK	REIGERT, GEORGETTA	No	415	415
01/01/2022 10:19	Premises Check	2022-00000006	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/01/2022 10:33	Assault	2022-00000007	1250 SE COMMERCIAL DR	, DARLENE	Yes	415	415
01/01/2022 10:47	Suspicious Activity	2022-00000008	SE ASH AVE / SE 4TH ST	GOURLEY, SONJA	No	415	415
						CPPD	
01/01/2022 11:17	Alarm	2022-00000009	805 GRANDVIEW AVE	ADT,	No	415	415
01/01/2022 13:21	Public Works	2022-00000013	706 SE 5TH ST	clarke, mark	No		
01/01/2022 14:03	Assist	2022-00000010	S HWY 125 / SE COMMERCIAL DR	WWPD, 221	No		
01/01/2022 15:13	Assist	2022-00000011	234 SE 12TH ST	NELSON, SHAWN	No	415	415
						404	404
01/01/2022 16:31	Trespass	2022-00000012	440 NE C ST	GREENWALT, GLEN	No	407	407
01/01/2022 18:02	Traffic Call	2022-00000014	NE LARCH AVE / E WHITMAN DR	DODD, LARRY	No	407	407
01/01/2022 19:31	Theft	2022-00000015	225 W WHITMAN DR 5	PALACHUK, SARA	No	407	407
01/01/2022 20:59	Civil Problem	2022-00000016	623 S COLLEGE AVE	BRADSHAW, EARL	No	417	417
01/01/2022 21:44	Citizen Contact	2022-00000017	1200 SE 12TH ST	,	No	417	417
						407	407
01/01/2022 21:50	Theft	2022-00000018	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	417	417
						407	407
						404	404
Total Incidents for 01/01/2022 : 18							
01/02/2022 04:22	Traffic Stop	2022-00000019	NE SPITZENBURG ST / NE MYRA RD	SNIDER, DARELL W	No	417	417
01/02/2022 04:32	Traffic Stop	2022-00000020	SE COMMERCIAL DR / SE MYRA RD	,	Yes	417	417
01/02/2022 07:48	Premises Check	2022-00000021	1700 SE MEADOWBROOK BLVD	,	No	415	415

Daily Incident Log



Print Date/Time: 02/07/2022 08:38
Login ID: mbarr
Disposition: All

From Date: 01/01/2022 00:00
To Date: 01/31/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/02/2022 09:49	Phone Message	2022-00000022	625 S COLLEGE AVE	clark, brittany	No	415	415
01/02/2022 12:53	Accident Unknown Injury	2022-00000023	2376 TAUMARSON RD	, SASHA	Yes	403	403
01/02/2022 15:15	Suspicious Activity	2022-00000024	230 SE 6TH ST A	,	No	403	403
01/02/2022 15:55	Traffic Call	2022-00000025	E WHITMAN DR / SE BIRCH AVE	,	No	403	403
01/02/2022 18:13	Accident Non Injury	2022-00000026	STATELINE RD / LARSON RD	DISPATCH, UCSD	No	403	403
01/02/2022 19:00	Prowler	2022-00000027	2160 HALF ACRE LN	HALL, JEAN	No	403	403
01/02/2022 19:15	Death Investigation	2022-00000028	955 SE GARRISON DR	TILSTRA, DOUGLAS	Yes	403	403
01/02/2022 19:56	Public Works	2022-00000029	635 SE CREEKSIDE DR	ELSTON, BIANCA	No		
01/02/2022 20:23	Public Works	2022-00000034	350 SE 3RD ST	PENNINGTON-GUTHRIE, EMMETT	No		
01/02/2022 21:14	Premises Check	2022-00000030	1100 NE C ST	,	No	416	416
01/02/2022 21:36	Welfare Check	2022-00000031	NE SPRUCEWOOD PL / NE C ST	JEORGER, WYATT	No	416	416
01/02/2022 22:04	Assist	2022-00000033	414 SW 4TH ST	BRADSHAW, EARL	No	403	403
01/02/2022 22:07	Premises Check	2022-00000032	1700 SE MEADOWBROOK BLVD	,	No	417	417
						416	416
						412	412
						403	403
Total Incidents for 01/02/2022 : 16							
01/03/2022 00:10	Assist	2022-00000035	SE 12TH ST / SE DATE AVE	,	No	416	416
						403	403
01/03/2022 01:48	Public Works	2022-00000036	278 NE DECCIO RD	ANDERSON, KIMBERLY	No		
01/03/2022 04:57	Assist	2022-00000037	1200 SE BROADWAY AVE	STOFFER, RYAN	Yes	416	416
01/03/2022 05:21	Traffic Call	2022-00000039	MOJONNIER RD / CHRISTENSEN LN	CC, M	No		
01/03/2022 07:42	DUI Investigation	2022-00000038	S HWY 125 / SE MEADOWBROOK BLVD	,	No	408	408
01/03/2022 08:27	Alarm	2022-00000040	795 SE SYDNEE LN	WW ELECTRIC,	No	403	403

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/03/2022 10:39	Suspicious Activity	2022-00000041	908 NE EMPIRE ST	KRAMER, TERI	No	408	408
						403	403
01/03/2022 11:05	Violation of Court Order	2022-00000042	821 SW BADE AVE	TAMAYO, SCENDA	Yes	408	408
						403	403
01/03/2022 13:11	Fraud	2022-00000043	398 SE HIGHLAND PARK DR	HINER, CHRISTINA	No	408	408
01/03/2022 13:22	Assist	2022-00000045	347 NE MYRA RD	OLSON, SANDY	Yes		
01/03/2022 13:49	Animal Lost	2022-00000044	359 SW 12TH ST	FLORES, HECTOR	No	CPPD	
01/03/2022 16:15	Traffic Call	2022-00000046	N COLLEGE AVE / NW B ST	REOCH, GORDON	No	416	416
01/03/2022 16:47	Premises Check	2022-00000047	1100 NE C ST	,	No	416	416
01/03/2022 17:10	Accident Hit and Run	2022-00000048	130 SW SILVERSTAR LN	MACINTIRE, SYDNEY	No	416	416
						403	403
01/03/2022 18:24	Traffic Stop	2022-00000049	1700 SE MEADOWBROOK BLVD	,	No	416	416
01/03/2022 18:38	Traffic Call	2022-00000050	NE HADLEY WAY / E WHITMAN DR	,	No	416	416
01/03/2022 20:48	Traffic Stop	2022-00000051	SE LARCH AVE / SE SCENIC VIEW DR	,	No	416	416
01/03/2022 21:29	Traffic Call	2022-00000052	SE DATE AVE / SE 4TH ST	,	No	416	416
01/03/2022 22:00	Premises Check	2022-00000053	1700 SE MEADOWBROOK BLVD	,	No	416	416
Total Incidents for 01/03/2022 : 19							
01/04/2022 00:44	Vehicle Prowl	2022-00000054	200 SE ASH AVE	ARMSTRONG, SAGE	No	416	416
						415	415
						409	409
01/04/2022 01:11	911 Call	2022-00000055	1250 SE COMMERCIAL DR	HEALTHCARE, COMPREHENSIVE	No	416	416
						409	409
01/04/2022 08:27	Assist	2022-00000056	SE 6TH ST / SE ELM AVE	,	No	415	415
01/04/2022 09:33	Parking Complaint	2022-00000057	304 SE 12TH ST	,	No	448	448
01/04/2022 09:59	Premises Check	2022-00000058	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/04/2022 11:41	Vehicle Prowl	2022-00000060	200 SE ASH AVE	BERGEN, LEILI VON	No	415	415

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/04/2022 11:45	Parking Complaint	2022-00000059	887 SE MOCKINGBIRD DR	,	No	448	448
01/04/2022 13:52	Assist	2022-00000061	308 NE FERNWOOD PL	,	No	411	411
01/04/2022 17:48	Wanted Person	2022-00000062	518 W WHITMAN DR	NERDIN, LAURIE	Yes	416	416
						407	407
						404	404
01/04/2022 18:28	Traffic Call	2022-00000063	SW DAVIS AVE / SW 2ND ST	ISITT, LILA	No	416	416
						407	407
01/04/2022 18:54	Accident Non Injury	2022-00000064	SE COLONIAL DR / SE CONSTITUTION DR	COTA, LAURENCIO	No	407	407
01/04/2022 19:01	Follow Up	2022-00000065	204 S COLLEGE AVE	,	No	416	416
01/04/2022 19:38	Paper Service	2022-00000066	1218 SW BADE AVE	,	No		
01/04/2022 20:47	Suspicious Activity	2022-00000067	1230 SE LARCH AVE	KELLY, BILL	No	409	409
01/04/2022 21:04	Premises Check	2022-00000068	1700 SE MEADOWBROOK BLVD	,	No	416	416
						407	407
01/04/2022 21:14	Traffic Stop	2022-00000069	W POPLAR ST / NE MYRA RD	CPPD, 404	Yes	404	404
01/04/2022 21:37	Traffic Stop	2022-00000070	SE 12TH ST / SE DATE AVE	,	No	416	416
						407	407
01/04/2022 22:07	Traffic Stop	2022-00000071	SE CENTRAL AVE / SE 12TH ST	MADRIGAL, MARIA CARINA	No	417	417
01/04/2022 22:31	Premises Check	2022-00000072	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/04/2022 23:58	Welfare Check	2022-00000073	228 SE ROSEVILLE LN	PALMER, VIOLET	No	409	409
Total Incidents for 01/04/2022 : 20							
01/05/2022 07:13	Vehicle Prowl	2022-00000074	320 NE C ST	NICHOLAS, RACHEL	No	415	415
01/05/2022 09:58	Premises Check	2022-00000075	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/05/2022 11:21	Traffic Call	2022-00000076	SE MYRA RD / S HWY 125	WEAVER, ARNOLD	No	415	415
01/05/2022 14:07	Welfare Check	2022-00000077	SUNCREST TER / GRANDVIEW AVE	TORRES, RICARDO	No	404	404
01/05/2022 14:11	Domestic Problem	2022-00000078	230 SE 6TH ST C	GORE, CODY	No	415	415
						404	404

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01/05/2022 15:42	Accident Hit and Run	2022-00000079	710 S COLLEGE AVE	TRAVIS, JOHN	No	415	415
01/05/2022 16:36	Follow Up	2022-00000080	1700 SE MEADOWBROOK BLVD	,	No		
01/05/2022 19:50	Harassment	2022-00000081	1700 SE MEADOWBROOK BLVD	GOFF, MARC JEFFERY	No	417	417
						406	406
						407	407
01/05/2022 20:31	Follow Up	2022-00000082	619 S COLLEGE AVE	CRANFORD, GARRETT JAMES	No	417	417
01/05/2022 20:41	Animal Call	2022-00000083	W POPLAR ST / NE MYRA RD	PERODY, DAVID	No	404	404
01/05/2022 21:09	Domestic Problem	2022-00000084	107 SE PEPPERIDGE PL	CC, FEMALE	No	417	417
						407	407
						404	404
01/05/2022 22:05	Traffic Stop	2022-00000085	S COLLEGE AVE / SW 13TH ST	CRARY, REBEKAH GRACE	No	417	417
						407	407
01/05/2022 22:17	Suspicious Activity	2022-00000086	715 SE 12TH ST	CAIN, JIM	No	417	417
						407	407
01/05/2022 22:24	Accident Unknown Injury	2022-00000089	408 FROG HOLLOW RD	FLOCK, DARRYL	Yes	417	417
						407	407
01/05/2022 22:47	Premises Check	2022-00000087	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/05/2022 22:57	Alarm	2022-00000088	715 SE 12TH ST	WW ELECTRIC, 548	No	407	407
01/05/2022 23:52	Alarm	2022-00000090	715 SE 12TH ST	CC, 1274	No	CPPD	
Total Incidents for 01/05/2022 : 17							
01/06/2022 00:26	Disturbance	2022-00000091	350 SE 3RD ST B	SILLER, STOKLEY	No	417	417
						407	407
01/06/2022 06:37	Coroner Call Out	2022-00000093	420 SE MYRA RD 176A	LIBERTY, ISAAC	No		
01/06/2022 06:56	Alarm	2022-00000092	715 SE 12TH ST	WW ELECTRIC,	No	415	415
01/06/2022 09:53	Premises Check	2022-00000094	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/06/2022 11:12	Civil Problem	2022-00000095	358 SE HIGHLAND PARK DR	DAVIS, DIANE	No	415	415

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01/06/2022 12:45	Traffic Call	2022-00000096	SE BIRCH AVE / SE 11TH ST	CPPD, 402	No	448	448
						415	415
						408	408
						402	402
01/06/2022 13:47	Animal Call	2022-00000097	SW 13TH ST / SW BADE AVE	JAMES, JENNIFER	No	448	448
01/06/2022 14:28	Premises Check	2022-00000098	1700 SE MEADOWBROOK BLVD	,	No	408	408
01/06/2022 14:48	Premises Check	2022-00000099	1100 NE C ST	,	No	408	408
01/06/2022 16:54	Burglary	2022-00000100	STATELINE RD / S HWY 125	CLARK, GREG	No	407	407
						404	404
01/06/2022 18:52	Traffic Stop	2022-00000101	S COLLEGE AVE / SE 6TH ST	,	No	407	407
01/06/2022 20:31	Assist	2022-00000102	1700 SE MEADOWBROOK BLVD	ELIZABETH,	No	417	417
01/06/2022 21:03	Premises Check	2022-00000103	1100 C ST	,	No	417	417
01/06/2022 22:37	Premises Check	2022-00000104	1700 SE MEADOWBROOK BLVD	,	No	417	417
						407	407
01/06/2022 22:55	Assist	2022-00000105	706 S COLLEGE AVE B	CC, F	Yes	417	417
						407	407
Total Incidents for 01/06/2022 : 15							
01/07/2022 00:14	Alarm	2022-00000106	715 SE 12TH ST	ELECTRIC, WW	No	407	407
01/07/2022 00:24	Suspicious Activity	2022-00000107	223 SE 4TH ST	IRVIN, LAURA	No	407	407
01/07/2022 01:28	Fraud	2022-00000108	710 S COLLEGE AVE K	ETLEY, ANTHONY	No	417	417
01/07/2022 03:35	Information Report	2022-00000109	28 SE 8TH ST	SIX, TODD	No	417	417
01/07/2022 07:17	Alarm	2022-00000110	715 SE 12TH ST	WW ELECTRIC,	No	415	415
01/07/2022 08:00	Information Report	2022-00000111	1837 SE BLISS LN	,	Yes	408	408
01/07/2022 09:20	Premises Check	2022-00000112	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/07/2022 09:41	Warrant Service	2022-00000113	300 W ALDER ST 1	,	No		
01/07/2022 11:59	< New Call >	2022-00000114	619 S COLLEGE AVE	GREGG, SKYLAR	No	415	415
						404	404

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/07/2022 14:40	Information Report	2022-00000115	359 SW 12TH ST	MAIURI, MIKE	No	415	415
						404	404
01/07/2022 15:01	< New Call >	2022-00000116	765 SE HERON DR	TOLLEE, COLLEEN	No	415	415
01/07/2022 16:13	Suspicious Activity	2022-00000117	S COLLEGE AVE / SE 4TH ST	,	No	407	407
						404	404
01/07/2022 16:38	Unwanted Person	2022-00000118	710 S COLLEGE AVE K	EPLEY, ANTHONY	No	407	407
						404	404
01/07/2022 17:03	Death Investigation	2022-00000119	620 SW 4TH ST	STIERS, PHIL	Yes	407	407
						404	404
01/07/2022 18:04	< New Call >	2022-00000121	28 SE 8TH ST	GREGG, GRETA	No	404	404
01/07/2022 18:06	Public Works	2022-00000120	424 SW 4TH ST	404, CPPD	No	404	404
01/07/2022 20:34	Follow Up	2022-00000122	619 S COLLEGE AVE	,	No	417	417
01/07/2022 20:52	Premises Check	2022-00000123	1100 NE C ST	,	No	417	417
01/07/2022 21:05	Follow Up	2022-00000124	1700 SE MEADOWBROOK BLVD	,	No	407	407
01/07/2022 21:16	Follow Up	2022-00000125	706 S COLLEGE AVE B	,	No	417	417
01/07/2022 21:36	Traffic Stop	2022-00000126	SE LARCH AVE / E WHITMAN DR	NORTON, MARANDA MAE	No	417	417
01/07/2022 21:44	Traffic Call	2022-00000127	S COLLEGE AVE / SE 6TH ST	FERGUSON, NICK	No	417	417
						407	407
01/07/2022 22:06	Premises Check	2022-00000128	1700 SE MEADOWBROOK BLVD	,	No	417	417
Total Incidents for 01/07/2022 : 23							
01/08/2022 01:12	Disturbance	2022-00000129	SE 4TH ST / SE ASPEN LN	GLASS, KYLE	No	417	417
						407	407
01/08/2022 01:30	Premises Check	2022-00000130	908 NE EMPIRE ST	,	No	417	417
01/08/2022 01:35	Suicide Threats	2022-00000131	233 NE DAMSON AVE 4	PIERCE, SHANNON	No	417	417
						407	407
01/08/2022 10:12	Traffic Stop	2022-00000132	SE MYRA RD / SE 12TH ST	,	No	406	406

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01/08/2022 10:20	Traffic Stop	2022-00000133	SE SKY AVE / SE 12TH ST	,	No	406	406
01/08/2022 10:46	Domestic Physical	2022-00000134	1200 SE BROADWAY AVE k	UNKN, MALE	No	406	406
01/08/2022 12:17	Premises Check	2022-00000135	908 NE EMPIRE ST	,	No	406	406
01/08/2022 12:29	Premises Check	2022-00000136	1100 NE C ST	,	No	406	406
01/08/2022 12:37	Fraud	2022-00000137	710 S COLLEGE AVE K	EPLEY, ANTHONY	Yes	406	406
01/08/2022 12:39	Burn Complaint	2022-00000138	321 NE LAMBERT AVE	KURNAYVE, ANA	No		
01/08/2022 12:58	Traffic Stop	2022-00000139	SE LARCH AVE / SE 12TH ST	,	No	406	406
01/08/2022 13:08	Premises Check	2022-00000140	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/08/2022 13:44	Traffic Stop	2022-00000141	SE LARCH AVE / SE 6TH ST	,	No	406	406
01/08/2022 14:05	Traffic Stop	2022-00000142	SW ACADEMY WAY / SW 1ST ST	,	No		
01/08/2022 15:21	Information Report	2022-00000143	729 S COLLEGE AVE	BUCHLER, TYLER	No	406	406
01/08/2022 16:16	Paper Service	2022-00000144	124 SW 12TH ST	,	No	416	416
						403	403
01/08/2022 16:25	Premises Check	2022-00000145	1100 NE C ST	,	No	416	416
						403	403
01/08/2022 16:49	Abandoned Vehicle	2022-00000146	212 SE BIRCH AVE	KNOLL, WARREN	No	416	416
01/08/2022 17:17	Traffic Stop	2022-00000147	SE LARCH AVE / SE 12TH ST	,	No	416	416
01/08/2022 17:19	Shoplifting	2022-00000148	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	416	416
						403	403
01/08/2022 19:22	Suspicious Activity	2022-00000149	114 SE 9TH ST 2	HAHN, ANDY	No	416	416
01/08/2022 19:36	Traffic Call	2022-00000150	SE 12TH ST / SE LARCH AVE	HERNANDEZ, MACALI	No	416	416
						409	409
						403	403
01/08/2022 20:09	Premises Check	2022-00000151	1700 SE MEADOWBROOK BLVD	,	No	416	416
						403	403
01/08/2022 20:09	Premises Check	2022-00000152	1700 SE MEADOWBROOK BLVD	,	No	403	403
01/08/2022 21:26	Suspicious Activity	2022-00000153	418 SW 4TH ST D	CORTEZ, SANDRA	No	409	409

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01/08/2022 23:20	Premises Check	2022-00000154	801 SE LARCH AVE	,	No	416	416
Total Incidents for 01/08/2022 : 26							
01/09/2022 07:33	Premises Check	2022-00000155	WALMART	,	No	406	406
01/09/2022 07:52	Premises Check	2022-00000156	1100 NE C ST	,	No	406	406
01/09/2022 08:01	Premises Check	2022-00000157	908 NE EMPIRE ST	,	No	406	406
01/09/2022 10:21	Parking Complaint	2022-00000158	1100 SW VIRGINIA ST BLK	MERRILL, PAT	No	406	406
01/09/2022 11:55	Information Report	2022-00000160	31397 W HWY 12	,	No	CPPD	
01/09/2022 11:55	Violation of Court Order	2022-00000159	1117 S COLLEGE AVE	hills, rita	No	406	406
01/09/2022 12:08	Traffic Stop	2022-00000161	1200 SE 12TH ST	,	No	403	403
01/09/2022 14:46	< New Call >	2022-00000162	510 SE BIRCH AVE	,	No	406	406
						403	403
01/09/2022 16:14	Paper Service	2022-00000163	124 SW 12TH ST	,	No	416	416
01/09/2022 16:23	Premises Check	2022-00000164	1100 NE C ST	,	No	416	416
						403	403
01/09/2022 16:30	Unknown Problem	2022-00000165	28 SE 8TH ST	GREGG, SKYLER	No	403	403
01/09/2022 16:56	Address Verification	2022-00000166	238 NE DAMSON AVE D	,	No		
01/09/2022 18:26	911 Call	2022-00000167	297 FARMLAND RD 111	,	No	416	416
01/09/2022 21:26	Premises Check	2022-00000168	908 NE EMPIRE ST	,	No	416	416
						409	409
01/09/2022 21:34	Citizen Contact	2022-00000169	1200 SE 12TH ST	,	No	416	416
01/09/2022 21:53	Open Door/Window	2022-00000170	308 SE 2ND ST	TIFFIN, FAREN	No	416	416
						CPPD	
						409	409
01/09/2022 23:08	Citizen Contact	2022-00000171	200 SW ACADEMY WAY	,	No	416	416

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01/09/2022 23:08	Citizen Contact	2022-00000171	200 SW ACADEMY WAY	,	No	409	409
01/09/2022 23:52	Alarm	2022-00000172	715 SE 12TH ST	WW ELECTRIC, 619	No	416	416
						409	409
Total Incidents for 01/09/2022 : 18							
01/10/2022 00:49	Theft	2022-00000173	212 SE 4TH ST	MAYNE, BRENTON	Yes	416	416
01/10/2022 01:24	Accident Non Injury	2022-00000174	S HWY 125 / SE MYRA RD	RAMIREZ, LEONARDO	No	409	409
01/10/2022 05:36	Found Property	2022-00000175	BLALOCK DR / NW VERA LN	RICHARD, BRIAN	No	409	409
01/10/2022 07:02	Premises Check	2022-00000176	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/10/2022 07:15	Premises Check	2022-00000177	1100 NE C ST	,	No	406	406
01/10/2022 07:27	Premises Check	2022-00000178	908 NE EMPIRE ST	,	No	406	406
01/10/2022 07:47	Accident Unknown Injury	2022-00000179	SW 4TH ST / SW DAVIS AVE	ISITT, LILA	Yes	406	406
						403	403
						402	402
01/10/2022 12:37	Missing Person	2022-00000180	704 SE QUAIL RUN	LONEY, CATHERINE	No	406	406
						402	402
01/10/2022 13:40	Burglary	2022-00000181	1005 S COLLEGE AVE	LEBRAUN, KEN	Yes	406	406
01/10/2022 14:19	Mail Tampering	2022-00000182	1101 SE BROADWAY AVE	HARDIN, JOHN	No	406	406
01/10/2022 14:22	Vehicle Prowl	2022-00000183	327 S COLLEGE AVE	JARNES, GARY	Yes	406	406
01/10/2022 15:39	Bike Found	2022-00000184	420 SE MYRA RD	PAULSON, KAY	No	406	406
01/10/2022 15:52	Narcotics Call	2022-00000185	623 S COLLEGE AVE	BUSBY, TONI	No	416	416
01/10/2022 16:33	Traffic Stop	2022-00000186	1100 NE C ST	,	No	416	416
01/10/2022 16:44	Paper Service	2022-00000187	104 SW 12TH ST B	,	No	416	416
01/10/2022 16:48	Paper Service	2022-00000188	124 SW 12TH ST	,	No	416	416
01/10/2022 17:34	Premises Check	2022-00000189	1100 NE C ST	,	No	416	416
01/10/2022 22:16	Premises Check	2022-00000190	1700 SE MEADOWBROOK BLVD	,	No	409	409
01/10/2022 22:32	Premises Check	2022-00000191	1700 SE MEADOWBROOK BLVD	,	No	416	416

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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 01/10/2022 : 19							
01/11/2022 08:17	Traffic Call	2022-00000192	46.0287160000000000 - 118.3861070000000000	TALL, DEREK	No		
01/11/2022 10:04	Information Report	2022-00000194	715 SE 12TH ST	NORGON, CODY	No		
01/11/2022 10:51	Animal Call	2022-00000193	532 SW 1ST ST	,	No	448	448
01/11/2022 12:19	Premises Check	2022-00000195	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/11/2022 12:32	Premises Check	2022-00000196	1100 NE C ST	,	No	406	406
01/11/2022 12:45	Premises Check	2022-00000197	908 NE EMPIRE ST	,	No	406	406
01/11/2022 13:03	Traffic Stop	2022-00000198	SE LARCH AVE / SE 12TH ST	,	No	406	406
01/11/2022 13:10	Traffic Stop	2022-00000199	715 SE 12TH ST	,	No	406	406
01/11/2022 13:25	Traffic Stop	2022-00000200	SE ASH AVE / SE 2ND ST	,	No	406	406
01/11/2022 13:31	< New Call >	2022-00000201	765 SE HERON DR	TILLAY, COLLEEN	No	415	415
01/11/2022 16:06	Shoplifting	2022-00000202	1100 NE C ST	HEDLEY, JED	No	416	416
						407	407
01/11/2022 16:29	Trespass	2022-00000203	1250 SE COMMERCIAL DR	WARD, SARA	No	416	416
01/11/2022 17:12	Paper Service	2022-00000204	706 S COLLEGE AVE	,	No	416	416
						403	403
01/11/2022 18:08	Traffic Stop	2022-00000205	830 NE ROSE ST	,	No	416	416
						404	404
01/11/2022 18:18	Phone Message	2022-00000207	625 S COLLEGE AVE	CLARK, BRITTNEY	No	416	416
01/11/2022 18:21	Phone Message	2022-00000206	1700 SE MEADOWBROOK BLVD	GOFF, MARK	No	407	407
01/11/2022 19:13	Traffic Stop	2022-00000208	W ROSE ST / NE MYRA RD	,	No	407	407
01/11/2022 20:21	Follow Up	2022-00000209	619 S COLLEGE AVE	GOFF, MARC JEFFERY	No	417	417
01/11/2022 20:45	Traffic Stop	2022-00000210	S COLLEGE AVE / E WHITMAN DR	,	No	417	417
01/11/2022 20:53	Premises Check	2022-00000211	1100 NE C STREET, COLLEGE PLACE	,	No	417	417
01/11/2022 20:58	Welfare Check	2022-00000213	THE DALLES MILITARY RD / SE MYRA RD	MILES, TIARELLA	No	404	404
01/11/2022 21:07	Traffic Stop	2022-00000212	SE LARCH AVE / SE 12TH ST	BRAVO, RAUL PEREZ	Yes	417	417

Daily Incident Log



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Disposition: All

From Date: 01/01/2022 00:00
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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/11/2022 21:07	Traffic Stop	2022-00000212	SE LARCH AVE / SE 12TH ST	BRAVO, RAUL PEREZ	Yes	404	404
01/11/2022 21:37	Premises Check	2022-00000214	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/11/2022 21:48	Traffic Stop	2022-00000215	SE MYRA RD / SE COMMERCIAL DR	,	No	409	409
						407	407
01/11/2022 22:13	Traffic Stop	2022-00000216	SE LARCH AVE / SE 4TH ST	,	No	416	416
						407	407
01/11/2022 22:16	Animal Lost	2022-00000217	112 SE 4TH ST	MATHEWS, JESSE	No	CPPD	
01/11/2022 22:32	Premises Check	2022-00000218	1700 SE MEADOWBROOK BLVD	,	No	416	416
01/11/2022 22:43	Traffic Stop	2022-00000219	SE 4TH ST / SE BIRCH AVE	GONZALEZ, DAHLYLA	Yes	417	417
						409	409
01/11/2022 22:51	Traffic Stop	2022-00000220	S HWY 125 / SE MEADOWBROOK BLVD	,	No	416	416
01/11/2022 23:11	Suspicious Activity	2022-00000221	MCCOWN RD / E HWY 12	GROAT, JEREMY	No	CPPD	
01/11/2022 23:29	Suspicious Activity	2022-00000222	200 SW ACADEMY WAY	RUIZ, JESUS	No	417	417
						416	416
						409	409
						407	407
01/11/2022 23:58	Traffic Stop	2022-00000223	E WHITMAN DR / NE ASH AVE	,	No	409	409
01/11/2022 23:59	DUI Investigation	2022-00000224	520 S COLLEGE AVE	MCKAKIN, EVAN	Yes	417	417
						416	416
						409	409
						407	407
Total Incidents for 01/11/2022 : 33							
01/12/2022 07:44	Animal Call	2022-00000225	338 SE HIGHLAND PARK DR	STECKLEIN, NADINE	No	448	448
						415	415
01/12/2022 08:16	Premises Check	2022-00000226	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/12/2022 08:26	Animal Call	2022-00000227	700 BLOCK SE 4TH ST., COLLEGE PLOACE	,	No	448	448

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/12/2022 08:30	Code Enforcement	2022-00000228	611 SE 4TH ST	,	No	448	448
01/12/2022 09:49	Paper Service	2022-00000229	1755 S COLLEGE AVE	,	No	408	408
01/12/2022 10:09	Parking Complaint	2022-00000230	717 SE SCENIC VIEW DR	,	No	448	448
01/12/2022 13:09	Fraud	2022-00000231	1140 SE SENTRY DR	SIMONS, JONATHAN	No	415	415
						407	407
01/12/2022 13:33	Burglary	2022-00000232	230 SE 6TH ST D	VILLEGAS, DAVID	No	415	415
						404	404
01/12/2022 13:58	Alarm	2022-00000233	403 SE STANFORD PL	WW ELECTRIC,	No	415	415
						404	404
01/12/2022 14:03	Animal Call	2022-00000234	708 SE 4TH ST	RUVALCABA, HERLINDA	No	448	448
01/12/2022 14:28	Code Enforcement	2022-00000235	721 SE 4TH ST	,	No	448	448
01/12/2022 14:40	Parking Complaint	2022-00000236	NE C ST & N COLLEGE AVE, COLLEGE PLACE	,	No	448	448
01/12/2022 15:40	Violation of Court Order	2022-00000237	1117 S COLLEGE AVE	CPPD, 407	Yes	CPPD	
						407	407
01/12/2022 16:22	Shoplifting	2022-00000238	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	407	407
						404	404
01/12/2022 18:32	Traffic Stop	2022-00000239	NE ASH AVE / E WHITMAN DR	,	No	407	407
01/12/2022 18:34	Phone Message	2022-00000240	625 S COLLEGE AVE	SUTTON, FRANK	No	404	404
01/12/2022 19:56	Traffic Stop	2022-00000241	SE LAMPERTI ST / SE MEADOWBROOK BLVD	,	No	404	404
01/12/2022 20:10	Traffic Stop	2022-00000242	S COLLEGE AVE / SE SUNNY DR	,	No	404	404
01/12/2022 22:30	Traffic Stop	2022-00000243	S COLLEGE AVE / MOJONNIER RD	,	No	412	412
01/12/2022 22:34	Premises Check	2022-00000244	1700 SE MEADOWBROOK BLVD	,	No	431	431
01/12/2022 22:41	Premises Check	2022-00000245	1700 SE MEADOWBROOK BLVD	,	No	412	412
01/12/2022 22:41	Domestic Problem	2022-00000246	616 SW 3RD ST	HUNT, DOMINIC	No	412	412
						407	407
01/12/2022 23:20	Traffic Stop	2022-00000247	SE LARCH AVE / SE 8TH ST	,	No	412	412

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 01/12/2022 : 23							
01/13/2022 01:50	Traffic Stop	2022-00000248	SE 12TH ST / SE MYRA RD	DUNLEAVY, COURTNEY ANN	Yes	412	412
01/13/2022 02:10	Traffic Stop	2022-00000249	1200 SE 12TH ST	,	No	412	412
01/13/2022 04:18	Citizen Contact	2022-00000250	1200 SE 12TH ST	,	No	412	412
01/13/2022 06:11	Premises Check	2022-00000251	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/13/2022 10:21	Harassment	2022-00000252	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	No	415	415
						402	402
01/13/2022 10:50	Found Property	2022-00000253	521 NE DAMSON AVE	PRENDIVILLE, MALINDA	Yes	415	415
01/13/2022 11:29	Phone Message	2022-00000254	204 S COLLEGE AVE	MCHAU, KAREN	No	402	402
01/13/2022 11:54	Traffic Call	2022-00000255	S HWY 125 / SE MEADOWBROOK BLVD	GRAHAM, ALBERT	No		
01/13/2022 12:37	Parking Complaint	2022-00000256	504 SE 12TH ST	,	No	448	448
01/13/2022 13:03	Phone Message	2022-00000257	706 S COLLEGE AVE	,	No	404	404
01/13/2022 13:11	Information Report	2022-00000258	1755 S COLLEGE AVE	CPPD, 408	No	408	408
01/13/2022 15:30	Animal Call	2022-00000259	431 SE HILLCREST DR	RUVALCABA, HERLINDA	No	448	448
01/13/2022 16:22	Man w/Gun	2022-00000260	358 SE HIGHLAND PARK DR	JUNGE, LAUREN	Yes	407	407
						404	404
01/13/2022 17:14	Traffic Call	2022-00000261	W ROSE ST / NE MYRA RD	ZIMMERMAN, JESSIE	No	407	407
						404	404
01/13/2022 17:24	Phone Message	2022-00000262	358 SE HIGHLAND PARK DR	DAVIS, DIANE	No	404	404
01/13/2022 17:43	Traffic Stop	2022-00000263	S COLLEGE AVE / SE 8TH ST	,	No	404	404
01/13/2022 20:18	Information Report	2022-00000269	S HWY 125 / SE COMMERCIAL DR	BROWN, RICHARD	No		
01/13/2022 20:32	Traffic Stop	2022-00000264	E WHITMAN DR / S COLLEGE AVE	,	No	431	431
01/13/2022 20:52	Premises Check	2022-00000265	1100 NE C ST	,	No	417	417
01/13/2022 21:14	Traffic Stop	2022-00000266	SE CREEKSIDE DR / SE GARRISON VILLAGE WAY	,	No	417	417
01/13/2022 21:31	Traffic Stop	2022-00000267	S HWY 125 / OLD MILTON HWY	,	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/13/2022 21:33	Traffic Call	2022-00000268	NE MYRA RD / W ROSE ST	CUETO, FAYE	No	CPPD	
						407	407
01/13/2022 21:43	Premises Check	2022-00000270	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/13/2022 21:43	Assist	2022-00000271	S HWY 125 / SE MYRA RD	,	No	431	431
01/13/2022 22:03	Assault	2022-00000272	SE LARCH AVE / SE MOCKINGBIRD DR	CORONADO, JONATHON	No	417	417
						431	431
						407	407
01/13/2022 22:20	Phone Message	2022-00000273	1230 SE LARCH AVE	KELLEY, BILL	No	431	431
01/13/2022 22:56	Disturbance	2022-00000274	107 SW 6TH ST	LOZANO, JOEL	No	417	417
						431	431
						407	407
01/13/2022 23:22	Disturbance	2022-00000275	239 NE CEDAR AVE 2	, JUAN	No	417	417
01/13/2022 23:55	Assist	2022-00000276	OLD MILTON HWY / S HWY 125	CC, BRANDY	No	417	417
						407	407
Total Incidents for 01/13/2022 : 29							
01/14/2022 02:37	Citizen Contact	2022-00000277	1200 SE 12TH ST	,	No	417	417
01/14/2022 03:21	Traffic Stop	2022-00000278	W ROSE ST / N 13TH AVE	,	No	417	417
01/14/2022 06:21	Premises Check	2022-00000279	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/14/2022 09:30	Theft	2022-00000280	217 SE BIRCH AVE	colis, brittany	No	415	415
01/14/2022 10:40	Paper Service	2022-00000281	1026 SW PUFF LN A	,	No		
01/14/2022 10:52	Paper Service	2022-00000282	795 SE SYDNEE LN Hop Thief	,	No		
01/14/2022 11:43	Animal Call	2022-00000283	535 SE MOUNTAIN VIEW DR	SULLIVAN, SUZANNE	No	448	448
01/14/2022 11:57	Theft	2022-00000284	557 SE MAGNONI DR	FABIAN, DELIA	No	415	415
						404	404
01/14/2022 12:08	Assist	2022-00000285	227 SE ROSEVILLE LN F	CLARK, MATTHEW	No		
01/14/2022 13:40	Trespass	2022-00000286	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	No	415	415
						404	404

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/14/2022 13:56	Fraud	2022-00000287	1489 SE INDEPENDENCE DR	CAIN, JIM	Yes	415	415
01/14/2022 14:35	Trespass	2022-00000288	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	415	415
						404	404
01/14/2022 14:45	Civil Problem	2022-00000289	358 SE HIGHLAND PARK DR	LOCATI, MARY KAY	No	404	404
01/14/2022 16:50	Follow Up	2022-00000290	107 SE PEPPERIDGE PL	,	No	407	407
01/14/2022 16:52	Traffic Stop	2022-00000291	625 S COLLEGE AVE	,	No	404	404
01/14/2022 17:31	Shoplifting	2022-00000292	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	407	407
						404	404
01/14/2022 18:10	Phone Message	2022-00000293	107 SE PEPPERIDGE PL	SANTA CRUZ, JENNIFER	No	407	407
01/14/2022 18:58	Malicious Mischief	2022-00000294	1700 SE MEADOWBROOK BLVD	ORTIZ, ELISABETH	Yes	407	407
						404	404
01/14/2022 19:00	Domestic Problem	2022-00000295	21 SE 4TH ST	RETZLAFF, JESSICA	No	404	404
01/14/2022 19:28	Unwanted Person	2022-00000296	21 SE 4TH ST	WAYBRIGHT, JACKIE	No	404	404
01/14/2022 19:55	Traffic Stop	2022-00000297	S COLLEGE AVE / W WHITMAN DR	,	No	407	407
01/14/2022 20:50	Traffic Stop	2022-00000298	SW SILVERSTAR LN / S COLLEGE AVE	,	No	417	417
01/14/2022 20:56	Domestic Physical	2022-00000299	222 NE CEDAR AVE	CUSTOMER, SORENSON	Yes	417	417
				RELAY		406	406
						407	407
						404	404

Total Incidents for 01/14/2022 : 23

01/15/2022 08:04	Premises Check	2022-00000300	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/15/2022 08:19	Premises Check	2022-00000301	1100 NE C ST	,	No	406	406
01/15/2022 16:16	Premises Check	2022-00000302	1100 NE C ST	,	No	416	416
01/15/2022 17:23	Shoplifting	2022-00000303	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	416	416
						403	403
01/15/2022 18:09	Premises Check	2022-00000304	625 S COLLEGE AVE	ARBALLO, JENNIFER	No	403	403

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/15/2022 20:25	Shoplifting	2022-00000305	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	409	409
01/15/2022 21:24	Shoplifting	2022-00000306	1700 SE MEADOWBROOK BLVD	,	Yes	409	409
01/15/2022 22:35	Citizen Contact	2022-00000307	1700 SE MEADOWBROOK BLVD	,	No	416	416
						409	409
01/15/2022 23:04	Premises Check	2022-00000308	801 SE LARCH AVE	,	No	416	416
01/15/2022 23:18	Traffic Call	2022-00000309	1755 S COLLEGE AVE	,	No	416	416
Total Incidents for 01/15/2022 : 10							
01/16/2022 02:58	Suspicious Activity	2022-00000310	108 SE 6TH ST	CC, F	No	409	409
01/16/2022 04:02	Assist	2022-00000311	229 SE 3RD ST 201	ZAMORA, EDITH	Yes	409	409
01/16/2022 06:34	Premises Check	2022-00000312	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/16/2022 07:01	Premises Check	2022-00000313	1100 NE C ST	,	No	406	406
01/16/2022 07:02	Accident Hit and Run	2022-00000314	800 SE 12TH ST BLK	NAVARRETE, MANUEL	Yes	415	415
						406	406
01/16/2022 11:01	Public Works	2022-00000315	1856 S COLLEGE AVE	WASHINGTON ONE CALL,	No		
01/16/2022 11:36	Animal Lost	2022-00000316	356 SE HIGHLAND PARK DR	CC, PHIL	No	CPPD	
01/16/2022 12:48	Traffic Stop	2022-00000317	SE 4TH ST / SE ELM AVE	,	No	403	403
01/16/2022 12:58	Traffic Stop	2022-00000318	1100 NE C ST	,	No	406	406
01/16/2022 12:59	Traffic Stop	2022-00000319	SE LARCH AVE / SE 6TH ST	,	No	403	403
01/16/2022 13:09	Traffic Stop	2022-00000320	SE 8TH ST / SE ELM AVE	,	No	403	403
01/16/2022 13:17	Traffic Stop	2022-00000321	SE 6TH ST / SE LARCH AVE	,	No	403	403
01/16/2022 13:19	Shoplifting	2022-00000322	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	406	406
						403	403
01/16/2022 13:37	Vehicle Prowl	2022-00000323	623 S COLLEGE AVE	ESPUS, TANNA	No	403	403
01/16/2022 14:54	Animal Noise Complaint	2022-00000324	417 SE ELM AVE	CC, F	No	403	403
01/16/2022 15:09	Public Works	2022-00000325	309 NE A ST	WASHINGTON ONE CALL,	No		

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01/16/2022 17:03	Premises Check	2022-00000326	1100 NE C ST	,	No	416	416
01/16/2022 19:48	Death Investigation	2022-00000327	673 SE WHIMBREL LOOP	SWAYNE, SUSAN	Yes	416	416
						409	409
01/16/2022 20:09	Shots Fired	2022-00000328	23 SW 13TH ST	SCHWARTZ, GABRIELLA	No	409	409
01/16/2022 21:56	Unwanted Person	2022-00000329	1288 SE CREEKSIDE DR	PHILLIPS, PATRICIA	No	416	416
						409	409
01/16/2022 23:07	Prowler	2022-00000330	240 SE SUNNY DR	ADLER, ELIZABETH	No	416	416
						409	409
01/16/2022 23:35	911 Call	2022-00000331	541 STOVALL RD	BRANDON,	No	416	416
Total Incidents for 01/16/2022 : 22							
01/17/2022 00:02	Alarm	2022-00000332	200 SW ACADEMY WAY	MONITORING, CENTRAL STATION	No	416	416
						409	409
01/17/2022 07:40	Animal Call	2022-00000333	MOJONNIER RD / SUMMIT PL	MCKERNEN, MIKE	Yes	406	406
01/17/2022 08:18	Premises Check	2022-00000334	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/17/2022 08:52	Traffic Stop	2022-00000335	SW 6TH ST / S COLLEGE AVE	,	No	406	406
01/17/2022 09:11	Premises Check	2022-00000336	1100 NE C ST	,	No	406	406
01/17/2022 09:16	Follow Up	2022-00000337	1191 SW VIRGINIA ST	,	No		
01/17/2022 10:40	Traffic Stop	2022-00000338	SE LARCH AVE / SE 4TH ST	,	No	406	406
01/17/2022 12:57	Attempt to Locate	2022-00000339	308 SE BIRCH AVE	YAW, ELIZABETH	No	416	416
						406	406
01/17/2022 14:12	Assist	2022-00000340	623 S COLLEGE AVE	, SUSAN	No	CPPD	
01/17/2022 15:02	Accident Non Injury	2022-00000341	NE C ST / NE MYRA RD	BANNERMAN, NATHAN	No	406	406
						403	403
01/17/2022 15:14	Traffic Call	2022-00000350	108 SE 6TH ST 2	TORRES, NICOLE	Yes	416	416
						406	406
						403	403
01/17/2022 15:14	Threats	2022-00000343	108 SE 6TH ST 2	TORRES, NICOLE	Yes	416	416

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01/17/2022 15:14	Threats	2022-00000343	108 SE 6TH ST 2	TORRES, NICOLE	Yes	406	406
						403	403
01/17/2022 15:28	Animal Noise Complaint	2022-00000342	417 SE ELM AVE	CC, F	No	416	416
						406	406
01/17/2022 15:33	Lewd Conduct	2022-00000344	254 NE BIRCH AVE	ALEXANDER, MICHELLE	No	403	403
01/17/2022 15:34	Shoplifting	2022-00000345	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	Yes	406	406
01/17/2022 16:25	Premises Check	2022-00000346	1100 NE C ST	,	No	416	416
01/17/2022 17:15	Threats	2022-00000347	108 SE 6TH ST 2	PEREZ, NICHOLE	No	403	403
01/17/2022 17:31	911 Call	2022-00000348	1195 E WHITMAN DR	MOBILITY, AT&T	No		
01/17/2022 18:26	Traffic Stop	2022-00000349	E WHITMAN DR / NE LARCH AVE	,	No	416	416
01/17/2022 19:43	Traffic Stop	2022-00000351	SE LARCH AVE / SE 8TH ST	,	No	403	403
Total Incidents for 01/17/2022 : 20							
01/18/2022 01:18	Premises Check	2022-00000352	908 NE EMPIRE ST	,	No	409	409
01/18/2022 02:52	Disturbance	2022-00000353	239 NE CEDAR AVE 2	RAMOS, JUAN	No	409	409
01/18/2022 05:37	Theft Motor Vehicle	2022-00000354	457 SUMMERS CIR	WOOLEVER, SHERRI	Yes	406	406
01/18/2022 07:38	Unwanted Person	2022-00000355	1100 NE C ST	BATES, BRYAN	No	415	415
						406	406
01/18/2022 08:24	Premises Check	2022-00000356	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/18/2022 09:35	Animal Noise Complaint	2022-00000357	417 SE ELM AVE	CC, F	No	406	406
01/18/2022 10:34	Premises Check	2022-00000358	1100 NE C ST	,	No	406	406
01/18/2022 10:52	Premises Check	2022-00000359	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/18/2022 11:18	Attempt to Locate	2022-00000360	201 NE LARCH AVE	VANCE, REBECCA	No	415	415
						406	406
01/18/2022 12:28	Traffic Call	2022-00000361	S HWY 125 / SE MEADOWBROOK BLVD	BURTON, JOSHUA	No		
01/18/2022 13:05	Follow Up	2022-00000362	625 S COLLEGE AVE	,	No	406	406

Daily Incident Log



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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/18/2022 13:43	Suspicious Activity	2022-00000363	1755 S COLLEGE AVE	BRYANT, AMBRA	No	415	415
						406	406
						407	407
						404	404
01/18/2022 14:01	Traffic Call	2022-00000364	S COLLEGE AVE / MOJONNIER RD	GILBREATH, BERYL	No	CPPD	
01/18/2022 14:15	Premises Check	2022-00000365	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/18/2022 16:22	Phone Message	2022-00000366	27 N 2ND AVE	MAIURI, MIKE	No	404	404
01/18/2022 16:29	Premises Check	2022-00000367	1100 NE C ST	,	No	416	416
01/18/2022 16:45	Traffic Stop	2022-00000368	SE 4TH ST / SE LARCH AVE	,	No	416	416
01/18/2022 16:54	Traffic Stop	2022-00000369	SE LARCH AVE / SE SCENIC VIEW DR	,	No	416	416
01/18/2022 17:03	Traffic Stop	2022-00000370	S COLLEGE AVE / SE 6TH ST	CPPD, 416	Yes	416	416
						403	403
01/18/2022 20:59	Premises Check	2022-00000371	1100 NE C ST	,	No	417	417
01/18/2022 21:19	Premises Check	2022-00000372	729 S COLLEGE AVE	,	No	409	409
01/18/2022 21:19	Traffic Stop	2022-00000373	SE MOCKINGBIRD DR / SE LARCH AVE	,	No	417	417
						416	416
01/18/2022 21:27	Premises Check	2022-00000374	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/18/2022 22:35	Domestic Physical	2022-00000375	108 SE 6TH ST 6	MONTES, CAROLINA VILLA	No	417	417
						416	416
						409	409
01/18/2022 23:14	Assist	2022-00000376	S HWY 125 / S COLLEGE AVE	,	Yes	416	416
						409	409
Total Incidents for 01/18/2022 : 25							
01/19/2022 02:46	Traffic Stop	2022-00000377	SE MYRA RD / SE 12TH ST	,	No	417	417
						409	409
01/19/2022 04:31	Traffic Stop	2022-00000378	NE MYRA RD / W POPLAR ST	,	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/19/2022 08:30	Premises Check	2022-00000379	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/19/2022 09:36	Animal Call	2022-00000380	505 SE LARCH AVE	ATENCIO, MICHELLE	No	448	448
01/19/2022 09:46	Information Report	2022-00000385	1705 SE MEADOWBROOK BLVD	, JENNIFER	No		
01/19/2022 09:58	911 Call	2022-00000381	515 W WHITMAN DR	MOBILITY, AT&T	No	415	415
						402	402
01/19/2022 12:06	Violation of Court Order	2022-00000382	1700 SE MEADOWBROOK BLVD	SMITH, RACHEL CHRISTINE	Yes	404	404
01/19/2022 12:20	Traffic Stop	2022-00000383	1550 THE DALLIES MILITARY RD	,	No	407	407
01/19/2022 12:36	Alarm	2022-00000384	403 SE STANFORD PL	WW ELECTRIC,	No	415	415
						407	407
01/19/2022 13:50	Wanted Person	2022-00000386	31397 W HWY 12	WWSO 139,	No	CPPD	
01/19/2022 14:30	Follow Up	2022-00000387	7 W MAIN ST	,	No	415	415
01/19/2022 14:57	Premises Check	2022-00000388	1700 SE MEADOWBROOK BLVD	,	No	407	407
01/19/2022 15:36	Fight	2022-00000389	1700 SE MEADOWBROOK BLVD	KELLY, ANDREA	Yes	415	415
						407	407
						404	404
						402	402
01/19/2022 16:15	Accident Non Injury	2022-00000391	500 S COLLEGE AVE	CC, FEM	No	404	404
01/19/2022 16:31	Wanted Person	2022-00000390	110 S 9TH AVE	JJC, MAURICE	Yes	415	415
						407	407
						402	402
01/19/2022 16:46	Harassment	2022-00000392	15 SE CEDAR BEND DR	BURTCH, ROGER	No	404	404
01/19/2022 18:02	Burglary	2022-00000393	115 SE 8TH ST	STRAMPHER, CHAD	No	404	404
01/19/2022 18:24	Shoplifting	2022-00000394	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	404	404
01/19/2022 21:16	Assault	2022-00000399	TAUMARSON RD / SEDGWICK CT	CLEMENT, LOLA	Yes		
01/19/2022 22:54	Traffic Stop	2022-00000395	SE BIRCH AVE / SE 4TH ST	,	No	417	417
01/19/2022 23:12	Traffic Stop	2022-00000396	NE BIRCH AVE / E WHITMAN DR	,	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 01/19/2022 : 21							
01/20/2022 02:22	Traffic Stop	2022-00000397	NE BIRCH AVE / NE A ST	,	No	417	417
01/20/2022 02:48	Mental Health	2022-00000398	549 NE CRISCOLA AVE	REHBURN, IDA	No	417	417
01/20/2022 04:28	Warrant Service	2022-00000402	1755 S COLLEGE AVE	,	Yes	417	417
						415	415
01/20/2022 04:28	Warrant Service	2022-00000401	1755 S COLLEGE AVE	,	Yes	417	417
						415	415
01/20/2022 04:28	Traffic Stop	2022-00000400	1755 S COLLEGE AVE	,	Yes	417	417
						415	415
01/20/2022 07:31	Premises Check	2022-00000403	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/20/2022 09:55	Assist	2022-00000404	600 SE 6TH ST BLK	CPFD, E3011	No	415	415
01/20/2022 10:27	Paper Service	2022-00000405	415 SE 8TH ST	,	No		
01/20/2022 10:37	Paper Service	2022-00000406	820 SE CEDAR AVE	,	No		
01/20/2022 10:50	Repossession	2022-00000411	SW 8TH ST / SW BADE AVE	BLUE RIBBON RECOVERY, DIANA	No		
01/20/2022 10:54	Parking Complaint	2022-00000407	214 SE CEDAR BEND DR	,	No	448	448
01/20/2022 11:26	Animal Noise Complaint	2022-00000408	417 SE ELM AVE	CC, FEM	No	448	448
						415	415
01/20/2022 11:48	Civil Problem	2022-00000409	SE BIRCH AVE / SE 2ND ST	ESKILDSEN, ANNA	No	415	415
01/20/2022 12:01	Citizen Contact	2022-00000410	801 SE LARCH AVE	,	No	415	415
01/20/2022 13:19	Animal Call	2022-00000412	SE 8TH ST / SE LARCH AVE	CC, F	No	448	448
01/20/2022 14:10	Parking Complaint	2022-00000413	434 SE 5TH ST	,	No	448	448
01/20/2022 14:12	Parking Complaint	2022-00000414	428 SE 5TH ST	,	No	448	448
01/20/2022 14:16	Parking Complaint	2022-00000415	436 SE 4TH ST	,	No	448	448
01/20/2022 15:29	Animal Call	2022-00000416	SW 10TH ST / SW BADE AVE	PRECIADO, MARISOL	No	448	448
01/20/2022 16:20	Animal Call	2022-00000417	1105 S COLLEGE AVE	, CHRIS	No	448	448
01/20/2022 17:00	Theft	2022-00000418	135 NW B ST	LEMUS, LETICIA	No	407	407

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/20/2022 18:45	Traffic Stop	2022-00000419	600 W WHITMAN DR	,	No	431	431
01/20/2022 19:29	Suspicious Activity	2022-00000420	1604 W POPLAR ST	CC, ALEX	No	407	407
01/20/2022 19:51	Assist	2022-00000422	1700 SE MEADOWBROOK BLVD	, ELIZABETH	Yes	417	417
						431	431
						407	407
01/20/2022 19:53	Traffic Stop	2022-00000421	S COLLEGE AVE / SE 12TH ST	,	No	431	431
01/20/2022 20:40	Warrant Service	2022-00000423	1700 SE MEADOWBROOK BLVD	, ELIZABETH	Yes	417	417
01/20/2022 21:21	Premises Check	2022-00000424	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/20/2022 21:53	Suspicious Activity	2022-00000425	1700 SE MEADOWBROOK BLVD	YARWOOD, KEITH	No	417	417
						431	431
01/20/2022 22:55	Missing Person	2022-00000427	623 S COLLEGE AVE	ORTIZ, ALEJANDRO	No	417	417
						407	407
01/20/2022 22:56	Citizen Contact	2022-00000426	1700 SE MEADOWBROOK BLVD	,	No	431	431
01/20/2022 23:15	Public Works	2022-00000428	1339 SW VIRGINIA ST	GARTEN, KRIS	No		
Total Incidents for 01/20/2022 : 31							
01/21/2022 02:09	Traffic Stop	2022-00000429	W WHITMAN DR / SW BADE AVE	,	No	417	417
01/21/2022 02:41	Accident Hit and Run	2022-00000430	804 DAISY LN	ONEIL, ANN	Yes	417	417
01/21/2022 06:06	Premises Check	2022-00000431	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/21/2022 08:10	Traffic Stop	2022-00000432	SE MYRA RD / SE 12TH ST	,	No	416	416
01/21/2022 08:38	Premises Check	2022-00000433	1100 NE C ST	,	No	416	416
						415	415
01/21/2022 09:14	Traffic Stop	2022-00000434	SE 12TH ST / SE GARRISON DR	,	No	416	416
01/21/2022 09:32	Traffic Stop	2022-00000435	NE MYRA RD / W ROSE ST	,	No	416	416
01/21/2022 10:19	Disturbance	2022-00000436	SE LARCH AVE / E WHITMAN DR	SNIDER, DOUG	No	416	416
						415	415
01/21/2022 11:10	Phone Message	2022-00000437	359 SW 12TH ST	MAUIRI, MIKE	No	415	415

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/21/2022 11:10	Phone Message	2022-00000437	359 SW 12TH ST	MAUIRI, MIKE	No	CPPD	
						404	404
01/21/2022 12:28	Paper Service	2022-00000438	821 SW BADE AVE	,	No	416	416
						415	415
01/21/2022 12:40	Paper Service	2022-00000439	1775 S COLLEGE AVE	,	No	416	416
						415	415
01/21/2022 12:57	Shoplifting	2022-00000440	1700 SE MEADOWBROOK BLVD	, CHRISTINE	Yes	416	416
						415	415
01/21/2022 14:05	Warrant Service	2022-00000442	1250 SE COMMERCIAL DR	WAYPOINT, MATT	Yes	416	416
						404	404
01/21/2022 14:09	Harassment	2022-00000441	35 NE BIRCH AVE 16	CARTER, JOSIAH	No	415	415
01/21/2022 14:41	Information Report	2022-00000443	623 S COLLEGE AVE	COMPREHENSIVE MENTAL HEALTH,	No		
01/21/2022 18:55	Animal Call	2022-00000444	1825 S COLLEGE AVE	SCHREMPF, PATRICIA	No	407	407
01/21/2022 19:14	Malicious Mischief	2022-00000445	608 SE 6TH ST	HUENERGARDT, EDDIE	No	404	404
01/21/2022 19:26	Accident Unknown Injury	2022-00000446	S 9TH AVE / THE DALLES MILITARY RD	POPE, AMBER	No	404	404
01/21/2022 19:46	Domestic Physical	2022-00000447	1700 SE MEADOWBROOK BLVD	MURRAY, JESSICA	No	407	407
01/21/2022 20:05	Traffic Stop	2022-00000448	S COLLEGE AVE / SE 4TH ST	,	No	404	404
01/21/2022 20:18	Follow Up	2022-00000449	1141 SW VIRGINIA ST	,	No		
01/21/2022 20:34	Alarm	2022-00000450	2160 HALF ACRE LN	COVE ALARM, 010420	No	417	417
01/21/2022 21:54	Citizen Contact	2022-00000451	SE BIRCH AVE / SE 10TH ST	,	No	417	417
01/21/2022 22:02	Premises Check	2022-00000452	1700 SE MEADOWBROOK BLVD	,	No	412	412
						407	407
01/21/2022 23:14	Traffic Stop	2022-00000453	S HWY 125 / SE MYRA RD	,	No	407	407
01/21/2022 23:28	Premises Check	2022-00000454	908 EMPIRE, COLLEGE PLACE	,	No	412	412
01/21/2022 23:39	Traffic Stop	2022-00000455	S HWY 125 / S COLLEGE AVE	OLEEN, KRISTINE CAROL	No	412	412

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 01/21/2022 : 27							
01/22/2022 00:06	Traffic Stop	2022-00000456	1100 NE C ST	ADAMSON, LANA ROSE	No	412	412
01/22/2022 00:34	Traffic Stop	2022-00000457	SE 4TH ST / SE LARCH AVE	,	No	412	412
						407	407
01/22/2022 07:06	Accident Hit and Run	2022-00000458	277 NW LAURELLA LN	CUEVAS, MELISSA	Yes	406	406
01/22/2022 08:08	Death Investigation	2022-00000459	20 SE LARCH AVE 105	ORTEGA, AMELIA	Yes	406	406
01/22/2022 10:35	Premises Check	2022-00000460	1100 NE C ST	,	No	406	406
01/22/2022 11:32	Premises Check	2022-00000461	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/22/2022 12:46	Alarm	2022-00000462	921 SE DATE AVE	ADT,	No	406	406
						403	403
01/22/2022 14:02	Follow Up	2022-00000463	506 DANA DR	,	No	406	406
01/22/2022 14:42	Shoplifting	2022-00000464	1700 SE MEADOWBROOK BLVD	WELLS, DEREK	Yes	406	406
						403	403
01/22/2022 18:21	Malicious Mischief	2022-00000465	346 SE DAVIN DR	MOHNEY, KAITLYN	No	403	403
01/22/2022 21:18	Premises Check	2022-00000466	1100 NE C ST	,	No	409	409
01/22/2022 22:58	Prowler	2022-00000467	510 SE BIRCH AVE	CRISS, RACHEL	No	409	409
Total Incidents for 01/22/2022 : 12							
01/23/2022 00:37	Citizen Contact	2022-00000468	E WHITMAN DR / N COLLEGE AVE	,	No	409	409
01/23/2022 00:45	Traffic Stop	2022-00000469	NE C ST / N COLLEGE AVE	,	No	409	409
01/23/2022 06:01	Premises Check	2022-00000470	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/23/2022 07:25	Traffic Call	2022-00000471	880 NE ROSE ST	FESSLER, TINA	No	406	406
01/23/2022 09:26	Premises Check	2022-00000472	1100 NE C ST	,	No	406	406
01/23/2022 09:46	Alarm	2022-00000473	1446 SE BOBOLINK LN	HOME SAFETYRESEARCH,	No	406	406
						403	403
01/23/2022 11:46	Bike Found	2022-00000474	1100 NE C ST	COOPER, SAM	Yes	406	406

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01/23/2022 11:46	Bike Found	2022-00000474	1100 NE C ST	COOPER, SAM	Yes	403	403
01/23/2022 11:49	Animal Call	2022-00000475	SE DATE AVE / SE 8TH ST	,	No	406	406
01/23/2022 12:48	Alarm	2022-00000476	708 SE SCENIC VIEW DR	SIMPLISAFE,	Yes	406	406
						403	403
01/23/2022 13:05	Unwanted Person	2022-00000477	108 SE 6TH ST 3	CC, F	No	406	406
						403	403
01/23/2022 14:00	Animal Call	2022-00000478	SE 9TH ST / S COLLEGE AVE	ISALOYE, DANIELLE	No	406	406
01/23/2022 16:12	Information Report	2022-00000479	300 W ALDER ST 1	ATKINS, OFC	No	CPPD	
01/23/2022 16:17	Premises Check	2022-00000480	1100 C ST	,	No	417	417
01/23/2022 16:52	Domestic Physical	2022-00000481	346 SE DAVIN DR	CALZARETTA, GUS	Yes	417	417
						403	403
01/23/2022 18:12	Alarm	2022-00000482	403 SE STANFORD PL	WW ELECTRIC,	No	417	417
01/23/2022 21:01	Traffic Stop	2022-00000483	SW 4TH ST / SW BADE AVE	,	No	409	409
01/23/2022 21:32	Traffic Stop	2022-00000484	WILSHIRE ST / CHAPELWOOD AVE	SHELDON, TYLER LAWRENCE	No	417	417
01/23/2022 21:40	Premises Check	2022-00000485	1700 SE MEADOWBROOK BLVD	,	No	417	417
						409	409
01/23/2022 21:57	Traffic Stop	2022-00000486	S COLLEGE AVE / SE 8TH ST	LOE, BETHANY LYNN	No	417	417
						409	409
01/23/2022 22:19	Premises Check	2022-00000487	908 NE EMPIRE ST	,	No	417	417
01/23/2022 23:21	Traffic Stop	2022-00000488	S COLLEGE AVE / SW SILVERSTAR LN	CANWELL, BRYAN LEE	No	417	417
Total Incidents for 01/23/2022 : 21							
01/24/2022 14:32	Fraud	2022-00000489	223 SE 4TH ST	IRVIN, LAURA	Yes	406	406
01/24/2022 15:33	Animal Call	2022-00000490	1395 SE JUSTICE AVE	DOWNNS, ED	No	417	417
01/24/2022 16:14	Traffic Stop	2022-00000491	E WHITMAN DR / NE ASH AVE	TREJO, DELIA PATRICIA	No	417	417
01/24/2022 16:25	Citizen Contact	2022-00000492	623 S COLLEGE AVE	,	No	403	403
01/24/2022 16:33	Premises Check	2022-00000493	1100 NE C ST	,	No	417	417

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01/24/2022 16:46	Traffic Stop	2022-00000494	SE TAMARACK ST / SE LARCH AVE	WILKS, GENE RUSSELL	No	417	417
01/24/2022 18:10	Sex Offense Child	2022-00000495	623 S COLLEGE AVE	LOFTHOUSE, TRISHA	No	417	417
01/24/2022 19:06	Premises Check	2022-00000496	908 NE EMPIRE ST	,	No	417	417
01/24/2022 19:29	Citizen Contact	2022-00000497	S COLLEGE AVE / SW 12TH ST	,	No	417	417
01/24/2022 19:44	Premises Check	2022-00000498	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/24/2022 23:04	Citizen Contact	2022-00000499	1200 SE 12TH ST	NELSON, PATRICIA G	No	417	417
						409	409
Total Incidents for 01/24/2022 : 11							
01/25/2022 01:38	Coroner Call Out	2022-00000501	420 SE MYRA RD	KLEFFNER, SAMANTHA	Yes		
01/25/2022 01:55	Unwanted Person	2022-00000500	1700 SE MEADOWBROOK BLVD	BRADY, NATHAN	No	417	417
						409	409
01/25/2022 08:49	Premises Check	2022-00000502	1100 NE C ST	,	No	416	416
01/25/2022 12:07	Premises Check	2022-00000503	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/25/2022 12:13	Traffic Stop	2022-00000504	E WHITMAN DR / SE CALIFORNIA AVE	,	No	416	416
01/25/2022 12:48	Traffic Call	2022-00000505	NE LAMBERT AVE / NE ROSE ST	CC, MALE	No	416	416
						406	406
01/25/2022 12:53	Accident Non Injury	2022-00000506	SE LARCH AVE / E WHITMAN DR	PORTER, JUSTIN	No	448	448
						408	408
						402	402
01/25/2022 16:00	Follow Up	2022-00000507	619 S COLLEGE AVE	,	No	417	417
01/25/2022 16:48	Traffic Stop	2022-00000508	SE ALPINE AVE / E WHITMAN DR	PHIPPS, SHELLY J	No	417	417
01/25/2022 16:55	Paper Service	2022-00000509	706 S COLLEGE AVE	,	No	416	416
01/25/2022 16:59	Traffic Stop	2022-00000510	SE 12TH ST / SE NEWGATE DR	hallowell, justin d	No	417	417
01/25/2022 17:10	Premises Check	2022-00000511	1100 NE C ST	,	No	417	417
01/25/2022 17:25	Premises Check	2022-00000512	908 NE EMPIRE ST	,	No	417	417
01/25/2022 17:36	Traffic Stop	2022-00000513	SE LARCH AVE / SE 4TH ST	ARMES, ASHLEY MARIE	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/25/2022 17:46	Welfare Check	2022-00000514	623 S COLLEGE AVE	GRIFFIN, JENINE	No	407	407
01/25/2022 18:36	Mental Health	2022-00000515	1700 SE MEADOWBROOK BLVD	HUNT, DEONDRE	No		
01/25/2022 19:46	Unwanted Person	2022-00000517	420 SE MYRA RD	ALVARADO, MARIA	No	417	417
						409	409
						407	407
01/25/2022 19:47	Premises Check	2022-00000516	1700 SE MEADOWBROOK BLVD	,	No	417	417
						409	409
01/25/2022 21:20	Parking Complaint	2022-00000518	NE ASH AVE / E WHITMAN DR	DOWIE, JOHN	No	417	417
01/25/2022 21:26	Mental Health	2022-00000519	769 SE GOLDENEYE DR	,	No		
01/25/2022 21:45	Traffic Stop	2022-00000520	TAUMARSON RD / SE FREEDOM PL	,	No	407	407
01/25/2022 22:19	Traffic Stop	2022-00000521	SE GARRISON DR / SE 12TH ST	BOURNE, MADISON EULANE	No	417	417
01/25/2022 22:22	Premises Check	2022-00000522	1700 SE MEADOWBROOK BLVD	,	No	409	409
01/25/2022 22:43	Premises Check	2022-00000523	1700 SE MEADOWBROOK BLVD	,	No	417	417
						407	407
01/25/2022 23:11	Citizen Contact	2022-00000524	1200 SE 12TH ST	BEACH, ALEXANDRIA MICHELLE	No	417	417
01/25/2022 23:12	Traffic Call	2022-00000525	420 SE MYRA RD	GOMEZ, CRYSTAL	No	417	417
						409	409
						407	407
Total Incidents for 01/25/2022 : 26							
01/26/2022 06:51	Premises Check	2022-00000526	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/26/2022 07:52	Traffic Stop	2022-00000527	E WHITMAN DR / NE DECCIO RD	,	No	408	408
01/26/2022 10:34	Premises Check	2022-00000528	1100 NE C ST	,	No	416	416
01/26/2022 10:40	Animal Found	2022-00000529	E WHITMAN DR / NE IVY LN	BALTRUSCH, ROGER	No	448	448
01/26/2022 11:07	Code Enforcement	2022-00000530	370 SE 3RD ST	,	No	448	448
01/26/2022 12:51	Theft Motor Vehicle	2022-00000531	1240 SE COLONIAL DR	ALEJANDRE, ARTURO	Yes	416	416
						415	415

Daily Incident Log



Print Date/Time: 02/07/2022 08:38
Login ID: mbarr
Disposition: All

From Date: 01/01/2022 00:00
To Date: 01/31/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/26/2022 13:36	Citizen Contact	2022-00000532	S HWY 125 / SE COMMERCIAL DR	,	No	416	416
01/26/2022 15:35	Welfare Check	2022-00000533	1100 NE C ST	MARTUSCELLI, CHELSEA	No	416	416
						408	408
						407	407
01/26/2022 16:16	Malicious Mischief	2022-00000534	629 SE BIRCH AVE	ALLEN, DOROTHY	Yes	407	407
01/26/2022 16:18	Accident Non Injury	2022-00000535	SE 4TH ST / S COLLEGE AVE	CARRERA AYALA, JULIA	No	416	416
01/26/2022 17:42	Traffic Call	2022-00000536	N COLLEGE AVE / NE ROSE ST	CPFD, E3011	No	416	416
						407	407
01/26/2022 19:23	Premises Check	2022-00000537	1700 SE MEADOWBROOK BLVD	,	No	416	416
						407	407
01/26/2022 20:11	Domestic Problem	2022-00000538	203 AVERY ST	,	No	407	407
01/26/2022 21:48	Assist	2022-00000539	1200 SE BROADWAY AVE J	CC FEMALE,	Yes	412	412
						407	407
01/26/2022 22:44	Premises Check	2022-00000540	1700 SE MEADOWBROOK BLVD	,	No	412	412
						407	407
Total Incidents for 01/26/2022 : 15							
01/27/2022 05:45	Domestic Problem	2022-00000541	220 SW 10TH ST	LEADBETTER, MARLENE	Yes	415	415
						412	412
						408	408
01/27/2022 08:17	Premises Check	2022-00000542	1700 SE MEADOWBROOK BLVD	,	No	416	416
						415	415
01/27/2022 09:59	Premises Check	2022-00000543	1100 NE C ST	,	No	416	416
01/27/2022 10:10	Parking Complaint	2022-00000544	1424 S COLLEGE AVE	,	No	448	448
01/27/2022 10:47	Domestic Problem	2022-00000545	230 SE 6TH ST C	GORE, CODY	No	416	416
						415	415
01/27/2022 11:20	Traffic Stop	2022-00000546	SE 6TH ST / SE LARCH AVE	,	No	416	416

Daily Incident Log



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From Date: 01/01/2022 00:00
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College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/27/2022 11:20	Traffic Stop	2022-00000546	SE 6TH ST / SE LARCH AVE	,	No	415	415
01/27/2022 14:37	Parking Complaint	2022-00000547	920 NE ALDEN ST	,	No	448	448
01/27/2022 14:55	Parking Complaint	2022-00000548	1010 SE BIRCH AVE	,	No	448	448
01/27/2022 15:19	Parking Complaint	2022-00000549	433 SE 5TH ST	,	No	448	448
01/27/2022 15:21	Parking Complaint	2022-00000550	505 SE 5TH ST	,	No	448	448
01/27/2022 15:24	Parking Complaint	2022-00000551	606 SE 4TH ST	,	No	448	448
01/27/2022 15:30	Traffic Stop	2022-00000552	SE 12TH ST / SE SKY AVE	,	No	416	416
01/27/2022 17:05	Recovered Stolen	2022-00000554	2130 ISAACS AVE	,	No	416	416
						407	407
01/27/2022 17:09	Animal Call	2022-00000553	1875 HIGHLAND RD	ASHBECK, JARED	No	448	448
01/27/2022 17:57	Traffic Call	2022-00000555	TAUMARSON RD / S HWY 125	STEEPORD, BRANDON	Yes	431	431
						407	407
01/27/2022 18:17	Disturbance	2022-00000556	SE 4TH ST / SE BIRCH AVE	EWELL, ANGIE	No	431	431
						407	407
01/27/2022 19:57	Assault	2022-00000558	575 OFFNER RD	NEWMAN, KEN	No	412	412
						407	407
01/27/2022 19:58	Parking Complaint	2022-00000557	106 SE ASH AVE	,	No	431	431
01/27/2022 21:19	Premises Check	2022-00000559	1700 SE MEADOWBROOK BLVD	,	No	412	412
						407	407
01/27/2022 21:26	Traffic Call	2022-00000560	SE LARCH AVE / E WHITMAN DR	SUMMERLIN, KEVIN	No	431	431
01/27/2022 22:35	Harassment	2022-00000561	1309 S COLLEGE AVE 1	LOPEZ, ISMAEL	No	412	412
						407	407
Total Incidents for 01/27/2022 : 21							
01/28/2022 01:35	Accident Unknown Injury	2022-00000562	HERITAGE RD / OLD HWY 12	KRETSCHMER, RILEY	Yes	412	412
						407	407
01/28/2022 05:19	Domestic Physical	2022-00000563	75 FARMLAND RD 103	LOPEZ, SAMUEL	No	412	412
01/28/2022 09:15	Lewd Conduct	2022-00000564	1605 SE MEADOWBROOK BLVD	NAVARRETE, REYNA	No	415	415

Daily Incident Log



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From Date: 01/01/2022 00:00
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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/28/2022 10:13	Death Investigation	2022-00000565	314 NE CARGILL AVE	LEE, MICHAEL	Yes	415	415
01/28/2022 13:12	Threats	2022-00000567	707 SE LANDEN DR	MEADOWS, JULIE	No	408	408
						404	404
01/28/2022 13:28	Premises Check	2022-00000566	1700 SE MEADOWBROOK BLVD	,	No	415	415
01/28/2022 15:30	Premises Check	2022-00000568	1700 SE MEADOWBROOK BLVD	,	No	408	408
01/28/2022 15:32	Threats	2022-00000569	1140 SW GREELEY ST	OCAMPO, IRENE	No	415	415
01/28/2022 17:35	Phone Message	2022-00000570	431 SW 2ND HALF	PELLHAM, SENIRA	No	407	407
01/28/2022 18:04	Assist	2022-00000571	1700 SE MEADOWBROOK BLVD	MILLS, DEREK	No	407	407
01/28/2022 19:03	Civil Problem	2022-00000572	1117 S COLLEGE AVE	SMITH, JAROD	No	404	404
01/28/2022 19:23	Premises Check	2022-00000573	1700 SE MEADOWBROOK BLVD	,	No	407	407
01/28/2022 19:28	Traffic Stop	2022-00000574	SE DATE AVE / SE 5TH ST	,	No	407	407
01/28/2022 19:34	Suspicious Activity	2022-00000575	SE MYRA RD / S HWY 125	BRIAN,	No	407	407
						404	404
01/28/2022 20:11	Traffic Stop	2022-00000576	SW 4TH ST / SW BADE AVE	,	No	412	412
01/28/2022 21:47	Theft	2022-00000577	1400 SE BROADWAY AVE 201	BROOKS, COLSEY	No	407	407
Total Incidents for 01/28/2022 : 16							
01/29/2022 00:10	Traffic Stop	2022-00000578	S HWY 125 / SE MEADOWBROOK BLVD	,	No	412	412
01/29/2022 00:22	Traffic Stop	2022-00000579	SE MEADOWBROOK BLVD / S HWY 125	,	No	412	412
01/29/2022 00:36	Traffic Stop	2022-00000580	S HWY 125 / S COLLEGE AVE	,	No	412	412
01/29/2022 01:57	Traffic Stop	2022-00000581	S HWY 125 / S COLLEGE AVE	,	No	412	412
01/29/2022 02:12	Traffic Stop	2022-00000582	SE MYRA RD / SE 12TH ST	,	No	412	412
01/29/2022 03:08	Traffic Stop	2022-00000583	SE COMMERCIAL DR / S HWY 125	,	No	412	412
01/29/2022 07:57	Premises Check	2022-00000584	1100 NE C ST	,	No	406	406
01/29/2022 08:12	Premises Check	2022-00000585	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/29/2022 10:28	Traffic Call	2022-00000586	SE MYRA RD / NE C ST	,	No	403	403

Daily Incident Log



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From Date: 01/01/2022 00:00
To Date: 01/31/2022 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/29/2022 11:09	Traffic Stop	2022-00000587	SE 4TH ST / SE LARCH AVE	,	No	403	403
01/29/2022 11:29	Malicious Mischief	2022-00000588	230 SE 6TH ST C	RETZLAFF, JESSICA	Yes	406	406
						403	403
01/29/2022 12:24	Assault	2022-00000589	420 SE MYRA RD	ONGER, JENNIFER	No	406	406
01/29/2022 14:52	Suspicious Activity	2022-00000590	200 SE ASH AVE	wayne, hannah	No	406	406
01/29/2022 15:02	Fight	2022-00000591	67 RIMA LN	BUCKLEY, CHRISTOPHER JERRY	No	406	406
						403	403
01/29/2022 16:32	Phone Message	2022-00000592	625 S COLLEGE AVE	GOODWATER, HARRY	No	403	403
01/29/2022 17:16	Traffic Stop	2022-00000593	715 SE 12TH ST	HASKINS, BEN MATTHEW	No	417	417
01/29/2022 17:26	Premises Check	2022-00000594	1100 NE C ST	,	No	417	417
01/29/2022 17:27	Traffic Stop	2022-00000595	800 SE MARINE DR BLK	,	No	417	417
						403	403
01/29/2022 17:43	Traffic Stop	2022-00000596	SE 4TH ST / SE HILLCREST DR	,	No	417	417
						403	403
01/29/2022 17:51	Traffic Stop	2022-00000597	N COLLEGE AVE / W WHITMAN DR	,	No	417	417
01/29/2022 18:15	Traffic Stop	2022-00000598	1100 NE C ST	PATNODE, MEGAN J	No	417	417
01/29/2022 18:35	Premises Check	2022-00000599	908 NE EMPIRE ST	,	No	417	417
01/29/2022 19:43	Traffic Stop	2022-00000600	W WHITMAN DR / SW HOMESTEAD AVE	MADDOCKS, DREW T	No	417	417
						409	409
01/29/2022 21:01	Traffic Call	2022-00000601	S HWY 125 / SE MYRA RD	ENGLUND, NEOLA	No	417	417
						409	409
01/29/2022 21:47	Premises Check	2022-00000602	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/29/2022 22:40	Premises Check	2022-00000603	1700 SE MEADOWBROOK BLVD	,	No	409	409
Total Incidents for 01/29/2022 : 26							
01/30/2022 00:11	Traffic Stop	2022-00000604	THE DALLES MILITARY RD/SE MYRA RD	,	No	417	417
01/30/2022 00:33	Citizen Contact	2022-00000605	801 SE LARCH AVE	,	No	417	417

Daily Incident Log



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From Date: 01/01/2022 00:00
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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/30/2022 00:48	Traffic Call	2022-00000606	N COLLEGE AVE / NE ROSE ST	PEARSON, CLARK	No	417	417
						409	409
01/30/2022 00:57	Suspicious Activity	2022-00000607	36 SW 8TH ST	HETTERLY, JOHN	No	417	417
						409	409
01/30/2022 08:36	Traffic Stop	2022-00000608	W POPLAR ST / NE MYRA RD	,	No	406	406
01/30/2022 09:01	Premises Check	2022-00000609	1700 SE MEADOWBROOK BLVD	,	No	406	406
01/30/2022 09:26	Premises Check	2022-00000610	1100 NE C ST	,	No	406	406
01/30/2022 12:45	Traffic Stop	2022-00000611	S HWY 125 / SE MEADOWBROOK BLVD	,	No	406	406
01/30/2022 14:20	Traffic Stop	2022-00000612	NE ASH AVE / NE ROSE ST	,	No	406	406
01/30/2022 16:56	Traffic Stop	2022-00000613	S COLLEGE AVE / SE 3RD ST	LUND, TANNER DOUGLAS	No	417	417
01/30/2022 17:01	Theft Motor Vehicle	2022-00000614	730 SE 8TH ST	BROWN, NANCY SHELTON	Yes	417	417
						415	415
01/30/2022 19:26	Premises Check	2022-00000615	1100 NE C ST	,	No	417	417
01/30/2022 19:42	Premises Check	2022-00000616	908 NE EMPIRE ST	,	No	417	417
01/30/2022 19:52	Premises Check	2022-00000617	1700 SE MEADOWBROOK BLVD	,	No	417	417
						409	409
01/30/2022 19:56	Follow Up	2022-00000618	1700 SE MEADOWBROOK BLVD	,	No	409	409
01/30/2022 20:22	Traffic Stop	2022-00000619	SE 5TH ST / SE HILLCREST DR	MEZA REGALADO, ANTONIO	Yes	417	417
						409	409
Total Incidents for 01/30/2022 : 16							
01/31/2022 09:31	Premises Check	2022-00000620	1700 SE MEADOWBROOK BLVD	,	No	418	418
01/31/2022 10:11	Paper Service	2022-00000621	625 S COLLEGE AVE	,	No		
01/31/2022 10:45	Paper Service	2022-00000622	1775 S COLLEGE AVE	,	No		
01/31/2022 12:30	Theft	2022-00000623	1030 SE BIRCH AVE	SLACK, SUSAN	Yes	418	418
01/31/2022 14:30	Animal Call	2022-00000625	225 SE DATE AVE	MCTOYER, TIFFANY	No	418	418
						409	409

Daily Incident Log



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From Date: 01/01/2022 00:00
To Date: 01/31/2022 23:59

ORI Number: College Place Police Dept
 WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
01/31/2022 14:33	Traffic Stop	2022-00000624	S HWY 125 / SE COMMERCIAL DR	,	No	418	418
01/31/2022 14:58	Traffic Stop	2022-00000626	SE DATE AVE / SE 6TH ST	,	No	418	418
01/31/2022 15:03	Traffic Stop	2022-00000627	200 SW ACADEMY WAY	,	No	409	409
01/31/2022 15:28	Animal Call	2022-00000628	552 SE MAGNONI DR	CC, DECLINED	No	418	418
						409	409
01/31/2022 16:07	Paper Service	2022-00000629	106 SW 13TH ST	,	No	409	409
01/31/2022 16:10	Paper Service	2022-00000630	821 SW BADE AVE	,	No	409	409
01/31/2022 16:12	Premises Check	2022-00000631	908 NE EMPIRE ST	,	No	409	409
01/31/2022 16:20	Malicious Mischief	2022-00000632	427 SE 4TH ST	ESTES, HANNAH	Yes	409	409
01/31/2022 16:43	Alarm	2022-00000633	914 SE MARINE DR	HOME SAFETY RESEARCH,	No	409	409
01/31/2022 18:09	Domestic Physical	2022-00000634	706 S COLLEGE AVE	VANZANDT, CARRIE	Yes	409	409
01/31/2022 18:29	Domestic Problem	2022-00000635	300 SE 3RD ST BLK	FULLER, JOSIE	No		
01/31/2022 19:32	Burglary	2022-00000636	1004 SW PUFF LN	WORDEN, JODI	Yes	409	409
01/31/2022 19:56	Shoplifting	2022-00000637	1700 SE MEADOWBROOK BLVD	, DEREK	Yes	417	417
						409	409
01/31/2022 20:47	Premises Check	2022-00000638	1700 SE MEADOWBROOK BLVD	,	No	417	417
01/31/2022 21:56	Premises Check	2022-00000639	908 NE EMPIRE ST	,	No	417	417
01/31/2022 22:14	Traffic Stop	2022-00000640	SE BIRCH AVE / E WHITMAN DR	SMITH, JACOB TYLER	No	417	417
01/31/2022 23:20	Traffic Stop	2022-00000641	SE 12TH ST / SE LARCH AVE	SIERRA, MARCO ANTONIO	No	417	417

Total Incidents for 01/31/2022 : 22

Incident Activity Report



Print Date/Time: 02/07/2022 08:39
 Login ID: mbarr
 Layer: All
 Areas: All

From Date: 01/01/2022 00:00
 To Date: 01/31/2022 23:59

College Place Police Dept
 ORI Number: WA0360200
 Incident Type: All

Hour	SUNDAY		MONDAY		TUESDAY		WEDNESDAY		THURSDAY		FRIDAY		SATURDAY		TOTAL	
	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%	INCIDENTS	%
24	6	0.9	3	0.5	1	0.2	0	0.0	1	0.2	2	0.3	6	0.9	19	3.0
1	0	0.0	2	0.3	4	0.6	0	0.0	1	0.2	2	0.3	5	0.8	14	2.2
2	1	0.2	0	0.0	1	0.2	1	0.2	3	0.5	3	0.5	2	0.3	11	1.7
3	0	0.0	0	0.0	0	0.0	0	0.0	0	0.0	2	0.3	2	0.3	4	0.6
4	3	0.5	1	0.2	0	0.0	1	0.2	4	0.6	0	0.0	0	0.0	9	1.4
5	0	0.0	2	0.3	1	0.2	0	0.0	1	0.2	1	0.2	0	0.0	5	0.8
6	2	0.3	0	0.0	0	0.0	1	0.2	3	0.5	2	0.3	0	0.0	8	1.2
7	6	0.9	6	0.9	1	0.2	3	0.5	1	0.2	1	0.2	2	0.3	20	3.1
8	2	0.3	3	0.5	4	0.6	4	0.6	1	0.2	3	0.5	4	0.6	21	3.3
9	5	0.8	3	0.5	3	0.5	5	0.8	3	0.5	6	0.9	1	0.2	26	4.1
10	1	0.2	4	0.6	4	0.6	3	0.5	8	1.2	4	0.6	8	1.2	32	5.0
11	6	0.9	1	0.2	3	0.5	2	0.3	6	0.9	4	0.6	4	0.6	26	4.1
12	7	1.1	3	0.5	8	1.2	4	0.6	3	0.5	4	0.6	7	1.1	36	5.6
13	5	0.8	4	0.6	7	1.1	5	0.8	4	0.6	4	0.6	3	0.5	32	5.0
14	4	0.6	7	1.1	2	0.3	7	1.1	7	1.1	6	0.9	5	0.8	38	5.9
15	3	0.5	11	1.7	0	0.0	4	0.6	6	0.9	3	0.5	3	0.5	30	4.7
16	8	1.2	15	2.3	10	1.6	7	1.1	3	0.5	4	0.6	6	0.9	53	8.3
17	2	0.3	4	0.6	7	1.1	1	0.2	7	1.1	3	0.5	8	1.2	32	5.0
18	3	0.5	6	0.9	6	0.9	4	0.6	3	0.5	6	0.9	5	0.8	33	5.1
19	8	1.2	6	0.9	5	0.8	3	0.5	5	0.8	10	1.6	4	0.6	41	6.4
20	3	0.5	2	0.3	6	0.9	4	0.6	5	0.8	8	1.2	4	0.6	32	5.0
21	10	1.6	2	0.3	12	1.9	3	0.5	10	1.6	6	0.9	7	1.1	50	7.8
22	3	0.5	4	0.6	11	1.7	11	1.7	8	1.2	2	0.3	3	0.5	42	6.6
23	5	0.8	2	0.3	8	1.2	3	0.5	3	0.5	3	0.5	3	0.5	27	4.2
Totals:	93	14.5	91	14.2	104	16.2	76	11.9	96	15.0	89	13.9	92	14.4	641	100.00