

Tuesday, May 28, 2024
City Council Meeting - Hybrid (In-Person & Electronic)

7:00 P.M.

#2138 Regular City Council Meeting - Hybrid (In-Person & Electronic)

In-Person at College Place City Hall, 625 S College Avenue, College Place Washington

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/81002065543>

Or you may call this number to listen: 1-669-900-9128 ID# 810 0206 5543 Phone controls: *6 - toggle mute/un-mute and *9 - raise hand

1. Opening Items.

Subject :	1.01 Call To Order
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Hernández will call the meeting to order.

Subject :	1.02 Roll Call
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	1. Opening Items.
Access :	Public
Type :	Procedural

Public Content

Mayor Norma L. Hernández

Paul T. Jessup,

Michael Cleveland,

Tito Espinoza Jr.,

Council Members Loren Peterson,

Monica Boyle

Public Content

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

Meeting Protocol for Public Comment:

When submitting public comments, include the following information 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

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

Verbal Public Comments may be made during the meeting:

- In-person at the meeting location - provided at the beginning of each agenda.

Telephone and Virtual Comments:

Any member of the public who desires to make a public comment at the City Council meeting by telephone or remote access shall provide at least 24 hours notice (excluding weekends and holidays) prior to the start of the meeting at which the member of the public wants to make a comment, notify the City Clerk or designee in writing or by direct verbal communication of their desire to make a comment. Those notice shall include the member's first and last name, address or place of residence, and the topic or topics the comment will touch upon.

- Telephone comment - Call 1-669-900-9128, entering the meeting ID (provided at beginning of agenda) and raise 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.

2. Consent Agenda.

Subject :	2.01 AB 24119 - Approve Agenda for May 28, 2024
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to approve agenda for May 28, 2024.

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 24120 - Approve Council Minutes from May 14, 2024
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.

Access :	Public
Type :	Action (Consent), Minutes
Recommended Action :	Motion to approve council minutes from May 14, 2024.

File Attachments

[2024-5-14_Council_Meeting_Minutes_Draft_BoardDocs® Plus.pdf \(828 KB\)](#)

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 24121 - Surplus of City Vehicles and Equipment
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Preferred Date :	May 28, 2024
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes
Budgeted :	No
Budget Source :	Equipment Capital Reserve
Recommended Action :	Motion to authorize surplus of 4 Chevrolet 1500's, 8 Ford Explorers, 1 Ford Taurus, 1 Ford Super Duty, 1 Chevrolet C30, 1 Caterpillar Generator, 1 Cummins Generator, 2 Ford E450's, 1 Ford Expedition, 1 E-One Pumper, and 1 Ford L8000 as identified in more detail in the attached spreadsheet.

Public Content

Historical Perspective:

Over the past few years, several vehicles and pieces of equipment have been replaced and/or generators removed from service. Most, if not all have previously been identified as surplus vehicles and pieces of equipment. The City has ran out of room to store unused, seldom used, or out of commission vehicles and equipment.

Information for Consideration:

City staff intend to list all items identified in the attached spreadsheet for auction. An online auction format will likely be used, as that has proved to bring more money and cost fewer, if any fees to other local government agencies.

City staff will begin working on auctioning the attached list of equipment, and anticipate all being sold within the next few months.

There are a few vehicles and pieces of equipment that have been replaced and are still occasionally used out of convenience. This is not typically best practice for Fleet Management, as older equipment is generally replaced to minimize maintenance costs and replacements have already been obtained. As older "replaced" vehicles continue to be used, they must still be maintained, insured, and take up valuable space.

File Attachments

[Surplus 2024.pdf \(83 KB\)](#)

Consent

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Subject :	2.04 AB 24122 - February Financials
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Preferred Date :	May 28, 2024
Recommended Action :	Motion to approve the February 2024 check register and financial reports.

Public Content

Information for Consideration:

Due to check stock not being pre-numbered, there are no missing check numbers not accounted for on check the registers.

Claims & Benefits: \$1,053,691.85
Payroll: \$297,082.86
Total Expenses Paid: \$1,350,774.71

File Attachments

Consent

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Subject :	2.05 Excusing the Absence of Council Members Cleveland, Espinoza, and Schermann
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	2. Consent Agenda.
Access :	Public
Type :	Action (Consent)
Recommended Action :	Motion to excuse the absence of Council Members Cleveland, Espinoza, and Schermann.

Consent

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Subject :	2.06 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 :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
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 24123 - Ride Transit Month Proclamation - Mayor Hernandez
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	3. Presentations.
Access :	Public
Type :	Information

Public Content

Mayor Hernández will read the Ride Transit Month Proclamation.

File Attachments

[2024_Ride_Transit_Month_Proclamation.pdf \(169 KB\)](#)

4. Public Hearings.

Subject :	4.01 Procedure for Public Testimony
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	4. Public Hearings.
Access :	Public
Type :	Procedural

Public Content

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

Meeting Protocol for Public Testimony:

When submitting public testimony, include the following information regardless of the manner you are using: (Note that there are deadlines for writtencomments to be included in the meeting documents.)

- Your Name
- Your Address

Written Public comments may be provided by submitting comment to Clerk@cpwa.us no later than 4:00 PM the Friday before the meeting. (If typewritten, no less than 11 pt font).

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- 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 the public hearing topic.

Subject :	4.02 AB 24124 - Contract Closeout Hearing for the CDBG Sidewalk Project on SW 6th St and SW 8th St - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	4. Public Hearings.
Access :	Public
Type :	Procedural

Public Content

Historical Perspective:

The City hired Anderson Perry do design, and Nelson Construction to construct the Washington State Department of Commerce Community Development Block Grant (CDBG) funded Sidewalk project on SW 6th and SW 8th St. The work was completed and accepted Decmeber 12, 2023.

Information for Consideration:

The project has been completed, but CDBG requires a public hearing to review project performance before closing out the project.

This public hearing is to review Final Project Performance on the City's Sidewalk Project funded by Community Development Block Grant (CDBG).

The CDBG contract number is 21-62210-027

File Attachments

[12-B Contract Close Out Report_Construction_MJRSigned.pdf \(343 KB\)](#)
[2024-5-11_Public_Hearing_CDBG_Closeout_AD78300.pdf \(121 KB\)](#)

[Notice of Completion of Public Works Contract F215-038-000.pdf \(778 KB\)](#)
[SW6th_BadeCollege.pdf \(3,078 KB\)](#)
[SW6th_DavisBade.pdf \(3,369 KB\)](#)
[SW8th_BadeCollege.pdf \(2,758 KB\)](#)
[Order_confirmation.pdf \(3,120 KB\)](#)

Subject : 4.03 AB 24125 - Community Development Block Grant
2024 Application - Safewalk College Place - Mr.
Rizzitiello

Meeting : May 28, 2024 - City Council Meeting - Hybrid (In-Person
& Electronic)

Category : 4. Public Hearings.

Access : Public

Type : Procedural

Public Content

Historical Perspective:

Sidewalk gaps in the core of the City have been a problem for a long time as pedestrians must use the roadway to walk. The areas lacking sidewalks are primarily concentrated around the College Avenue area.

Information for Consideration:

The State of Washington has released a call for projects for its Community Development Block Grant (CDBG) program. This program is competitive. Two census block groups qualify for CDBG funding. The block groups are primarily around the College Avenue corridor from Rose Street down to 13th Street. The qualifier is for at least 51% of the population in a given census block group to be low-moderate income. The accompanying maps show sidewalk gaps in the two census block groups. Staff developed prioritized sidewalk areas based on the following criteria:

- Connectivity
- Fully benefiting residents of qualifying block group
- Existence of partial sidewalks

Costs are different from engineers estimate since they factor in inflation from when estimate was produced via this tool: https://www.bls.gov/data/inflation_calculator.htm

File Attachments

[CostEstimate_2024Segments.pdf \(1,335 KB\)](#)
[GrantManagement_PublicWorks_2024_CDBG_ResolutionofCompliance.pdf \(238 KB\)](#)
[Grants_CommunityDevelopment_CDBG_2024_PublicNotice1.pdf \(336 KB\)](#)
[Grants_PublicWorks_2024_CDBG_CPCentralSidewalksFlier.pdf \(161 KB\)](#)
[Grants_PublicWorks_2024_CDBG_CPCentralSidewalksFlier_Spanish.pdf \(198 KB\)](#)
[GrantsManagement_PublicWorks_2024_CentralCPMap.pdf \(6,122 KB\)](#)
[GrantsManagement_PublicWorks_2024_StateCDBGNWStreet.pdf \(4,622 KB\)](#)
[GrantsManagement_PublicWorks_2024_StateCDBGSW2ndStreet.pdf \(4,242 KB\)](#)
[L19-079 90% Plan Set.pdf \(4,130 KB\)](#)

[Order_confirmation.pdf \(3,508 KB\)](#)

[Public Hearing Resource - CDBG Fact Sheet HANDOUT.pdf \(204 KB\)](#)

[Public Hearing Resource - Federal Citizen Participation Requirements HANDOUT.pdf \(113 KB\)](#)

5. Action Items.

Subject :	5.01 AB 24126 - Community Development Block Grant (CDBG) 2024 Application - Safewalk College Place - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Dollar Amount :	\$844,434.67
Budgeted :	No
Budget Source :	\$750,000 CDBG, \$94,434.67 College Place TBD
Recommended Action :	Motion to approve Resolution No. 24-038 which authorizes City Administrator to submit 2024 CDBG Resolution to the State for over 1,700 feet of new concrete sidewalk on SW 2nd Street and NW B Street.

Public Content

Historical Perspective:

Sidewalk gaps in the core of the City have been a problem for a long time as pedestrians must use the roadway to walk. The areas lacking sidewalks are primarily concentrated around the College Avenue area.

Information for Consideration:

The State of Washington has released a call for projects for its Community Development Block Grant (CDBG) program. This program is competitive. Two census block groups qualify for CDBG funding. The block groups are primarily around the College Avenue corridor from Rose Street down to 13th Street. The qualifier is for at least 51% of the population in a given census block group to be low-moderate income. The accompanying maps show sidewalk gaps in the two census block groups. Staff developed prioritized sidewalk areas based on the following criteria:

- Connectivity
- Fully benefiting residents of qualifying block group
- Existence of partial sidewalks

Costs are different from engineers estimate since they factor in inflation from when estimate was produced via this tool: https://www.bls.gov/data/inflation_calculator.htm

File Attachments

[CostEstimate_2024Segments.pdf \(1,335 KB\)](#)
[Grants_PublicWorks_2024_CDBG_CPCentralSidewalksFlier.pdf \(161 KB\)](#)
[Grants_PublicWorks_2024_CDBG_CPCentralSidewalksFlier_Spanish.pdf \(198 KB\)](#)
[GrantsManagement_PublicWorks_2024_StateCDBGNWBStreet.pdf \(4,622 KB\)](#)
[GrantsManagement_PublicWorks_2024_StateCDBGSW2ndStreet.pdf \(4,242 KB\)](#)
[L19-079 90% Plan Set.pdf \(4,130 KB\)](#)
[Order_confirmation.pdf \(3,508 KB\)](#)
[Public Hearing Resource - CDBG Fact Sheet HANDOUT.pdf \(204 KB\)](#)
[Public Hearing Resource - Federal Citizen Participation Requirements HANDOUT.pdf \(113 KB\)](#)
[GrantsManagement_PublicWorks_2024_CentralCPMap.pdf \(6,122 KB\)](#)
[Res_No_24-038_CDBG_Sidewalk_Grant_Support_2024-5-28.pdf \(255 KB\)](#)

Subject :	5.02 AB 24127 - New Strategic Plan (FY 2025 to 2033) - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Dollar Amount :	\$29,950.00
Budget Source :	Current Expense and Utilities
Recommended Action :	Motion to approve Resolution No. 24-039 which authorized the City Administrator to sign the strategic plan consulting contract to Sageland Strategic LLC. for an amount not to exceed \$28,950.00.

Public Content

Historical Perspective:

The City conducted its first/last full scale Strategic Planning effort in 2017 by Mr. Lawson Knight. Minor updates were conducted in 2019 and 2021.

Information for Consideration:

The existing strategic plan was the first one the City ever done. Since that time four elected officials have changed over (Mayor and three council seats). We are near the tail end of the window of the first plan. It would be wise to do an update. In contacting several folks who do such work, Mr. Ratkai from Sageland Strategic appears to best fit our needs. He has done this work for private, non-profit, and city clients. He has worked for City of Richland and Pasco. He just finished up the Strategic Plan for the City of Toppenish. The ideal would be to go through this process and get it adopted so it can inform investments for FY 2025.

The existing plan was done when the community's population was around 9,000. Now we are hovering right around 10,000. We have seen a lot of residential and commercial development with a lot more to follow. Also, our vision statement needs some work as it is supposed to be succinct.

File Attachments

[2024CPWA Consultant Agreement --Sageland Strategic LLC.pdf \(268 KB\)](#)
[College Place Council Prelim ChartV2.pdf \(101 KB\)](#)
[Resolution-2024-15-Adopting-2024-City-of-Toppenish-Strategic-Plan.pdf \(10,258 KB\)](#)
[Sageland_CollegePlace_Proposal 2024.pdf \(1,636 KB\)](#)
[Strategic Plan document_Edited52021.pdf \(688 KB\)](#)
[Res_No_24-039_Consultant_for_New_Strategic_Plan_2024-5-28.pdf \(151 KB\)](#)

Subject : 5.03 AB 24128 - Creating CPMC 3.48 - Industrial Property Tax Exemption - Mr. Rizzitiello

Meeting : May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 5. Action Items.

Access : Public

Type : Action

Recommended Action : Motion to adopt Ordinance No. 24-005 to creates Chapter 3.48 Industrial/Manufacturing Property Tax Exemption to the College Place Municipal Code.

Public Content

Historical Perspective:

Historically, the City had only 3.65 acres of Light Industrial Land. This land is the Whitman & Evans Light Industrial site. With the annexation of Martin Airfield, about another 24 acres is Light Industrial that is located between the active runway and Whitman Drive.

Information for Consideration:

The State allows cities in Targeted Urban Areas to create a ten year industrial property tax exemption for family wage jobs. Up until 2021, this program was only allowed for Snohomish County communities per RCW. In 2021 this program was reformed where any community could offer this for light industrial uses on undeveloped or underutilized light industrial areas where the minimum is 10,000 square feet with an improvement value of at least \$800,000, create at least twenty five family living wage jobs (defined as \$23 an hour or more), and participate in state apprenticeship programming. This item was recommended for approval at the May 6th, 2024 Economic Development, Tourism, and Events Commission Meeting.

File Attachments

[2021_JLARC_LegislativeChanges.pdf \(219 KB\)](#)
[ArlingtonWA_IndustrialPropertyTaxExemption.pdf \(562 KB\)](#)
[Draft_CPCode_IndustrialPropertyTaxExemption'.pdf \(135 KB\)](#)
[GIS_EconomicDevelopment_ProposedTUAIndustrial.pdf \(3,631 KB\)](#)
[LakeStevens_IndustrialExemptionOrdinance2.pdf \(133 KB\)](#)
[Pasco_IndustrialTaxExemption.pdf \(568 KB\)](#)
[RCW 84.25-TUA.url \(0 KB\)](#)
[Richland TUA Article.url \(0 KB\)](#)
[Richland_AgendaBill_IndustrialPropertyTaxExemption.pdf \(70 KB\)](#)
[Richland_TargetedUrbanArea_Industrial_PropertyTaxExemption.pdf \(1,296 KB\)](#)
[SessionLaw_1386.SL.pdf \(112 KB\)](#)

Subject :	5.04 AB 24129 - Acceptance of State Energy Efficiency and Conservation Block Grant of \$38,454 to cover Energy Blueprint Services (ESCO) for Certain City Facilities - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$38,454.00
Budget Source :	100% EECBG Grant
Recommended Action :	Motion to adopt Resolution No. 24-040 which authorizes the Mayor to sign Energy Efficiency and Conservation Block Grant of \$38,454 to cover energy blueprint (ESCO) services for Fire Station, Municipal Campus Parking Lot Lights, PW Yard exterior lights, and Kiwanis Park Pickleball/Basketball Court Lights.

Public Content

Historical Perspective:

The City had a Competitive RSQ for ESCO Services back in September 2018. McKinstry won the RSQ. They previously have done a ESCO for certain city facilities. This needs to be updated for the Fire Station as we have received a State Capital Earmark to Complete the work. Additionally, the City has submitted for State Recreation Conservation Office Youth Athletic Facility Grant funding for Kiwanis Park lighting.

Information for Consideration:

This one time grant funding was created by the Federal government through the Inflation Reduction Act. It is 100% grant. It flows through the State via a competitive process due to size of our jurisdiction.

This project will cover ESCO for Fire Station, Municipal Complex Parking Lot lights, exterior Public Works Yard lights, and Kiwanis Park Pickleball/Basketball Court lights.

File Attachments

[EECBG Contract.pdf \(480 KB\)](#)

[ESCO RSQ - Sept 11th, 2018.url \(0 KB\)](#)

[Grants_PublicWorks_2018_ESCOServices.pdf \(262 KB\)](#)

[Res_No_24-040_Accept_State_Energy_Efficiency_&_Conservation_Block_Grant_2024-5-28.pdf \(206 KB\)](#)

Subject :	5.05 AB 21130 - Acceptance of Ecology Water Quality Combined Account: Lions Park Outfall Stormwater Improvements - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes
Dollar Amount :	\$158,000.00
Budgeted :	Yes
Budget Source :	95% State Water Quality Grant, 5% City Stormwater Utility
Recommended Action :	Motion to adopt Resolution No. 24-041 which authorizes the City Administrator to sign grant agreement for Lions Park Outfall Improvements

Public Content

Historical Perspective:

The City successfully pursued such funding back in 2023. This project has appeared within our six-year Capital Facility Plan since 2017. Garrison Creek flows through Lions Park. Previous grant funding dealt with storm outfall improvements from Garrison Creek Heights, Lions Park Pond, and Parking Lots. This deals with an outfall off of Larch Avenue.

Information for Consideration:

It took until now to get a grant agreement due to lack of staff and project backlog at the State Department of Ecology. This grant agreement would pay for 100% engineering of Lions Park Stormwater Outfall at Larch and Garrison Creek.

File Attachments

[WQC-2024-CoPIED-00193.pdf \(429 KB\)](#)

[Res_No_24-041_Ecology_Grant_Lions_Park_Outfall_2024-5-28.pdf \(153 KB\)](#)

Subject :	5.06 AB 24131 - Acceptance of Ecology Water Quality Combined Account: Public Works Yard Stormwater Improvements - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes

Dollar Amount :	\$300,000.00
Budgeted :	Yes
Budget Source :	95% State Water Quality Grant, 5% City Stormwater Utility
Recommended Action :	Motion to adopt Resolution No. 24-042 which authorizes Administrator to sign grant agreement for Public Works Yard Stormwater Improvements.

Public Content

Historical Perspective:

The City successfully pursued such funding back in 2023. This project has appeared within our six-year Capital Facility Plan since 2017. Thompson Creek is piped through the yard and stormwater currently gets discharged to the creek without appropriate treatment.

Information for Consideration:

It took until now to get a grant agreement due to lack of staff and project backlog at the State Department of Ecology. This grant agreement would pay for 100% engineering of public works yard stormwater treatment for the Public Works Yard at Thompson Creek.

File Attachments

[Map.JPG \(134 KB\)](#)

[WQC-2024-CoPIED-00220.pdf \(431 KB\)](#)

[Res_No_24-042_Ecology_Grant_Public_Works_Yard_2024-5-28.pdf \(151 KB\)](#)

Subject :	5.07 AB 24132 - Acceptance of Ecology Water Quality Combined Account: SW 10th Engineering - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Absolute Date :	May 28, 2024
Dollar Amount :	\$150,000.00
Budgeted :	Yes
Budget Source :	95% State Water Quality Grant, 5% City Stormwater Utility
Recommended Action :	Motion to adopt Resolution No. 24-043 which authorizes Administrator to sign grant agreement for SW 10th Street (College to Bade) Engineering.

Public Content

Historical Perspective:

The City successfully pursued such funding back in 2023. This project has appeared within our six-year Capital Facility Plan since 2019.

Information for Consideration:

It took until now to get a grant agreement due to lack of staff and project backlog at the State Department of Ecology. This grant agreement would pay for 100% engineering of SW 10th Street (College to Bade) to add in storm infrastructure to treat stormwater currently being discharged without treatment into Garrison Creek. Roadway would be repaved. City will pursue additional grant opportunities to add a sidewalk down SW 10th Street.

File Attachments

[Map.JPG \(104 KB\)](#)
[WQC-2024-CoPIED-00138.pdf \(371 KB\)](#)
[Res_No_24-043_Water_Quality_Combined_Agreement_SW_10th_Street_Engineering_2024-5-28.pdf \(152 KB\)](#)

Subject :	5.08 AB 24133 - Award Energy Blueprint (ESCO) EECBG Implementation Work to McKinstry - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Dollar Amount :	\$34,454.00
Budget Source :	100% EECBG Grant
Recommended Action :	Motion to adopt Resolution No. 24-044 which authorizes City Administrator to contract with McKinstry for \$38,454 to conduct Energy Blueprint (ESCO) Investment Grade Audit work for City Facilities.

Public Content

Historical Perspective:

The City had a Competitive RSQ for ESCO Services back in September 2018. McKinstry won the RSQ. They previously have done a ESCO for certain city facilities. This needs to be updated for the Fire Station as we have received a State Capital Earmark to Complete the work. Additionally, the City has submitted for State Recreation Conservation Office Youth Athletic Facility Grant funding for Kiwanis Park lighting.

Information for Consideration:

This one time grant funding was created by the Federal government through the Inflation Reduction Act. It is 100% grant. It flows through the State via a competitive process due to size of our jurisdiction.

This project will cover ESCO for Fire Station, Municipal Complex Parking Lot lights, exterior Public Works Yard lights, and Kiwanis Park Pickleball/Basketball Court lights.

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- [Grants_PublicWorks_2018_ESCOServices.pdf \(262 KB\)](#)
- [IGA Proposal.pdf \(278 KB\)](#)
- [Res_No_24-044_ESCO_Investment_Grade_Audit_McKinstry_2024-5-28.pdf \(153 KB\)](#)

Subject :	5.09 AB 24134 - Award Safe Streets For All Planning Work to JUB Engineering - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$128,100.00
Budget Source :	80% Federal S4 Grant, 20% City TBD
Recommended Action :	Motion to adopt Resolution No. 24-045 which authorizes City Administrator to sign contract with JUB Engineers for \$128,100 to conduct Safe Streets 4 All Action Plan.

Public Content

Historical Perspective:

The City obtained a grant for \$102,480 from the Federal Department of Transportation for completion of a Safe Streets 4 All Action Plan. This grant was accepted via Resolution #24-023 at the April 9th, 2024 City Council Meeting.

Information for Consideration:

The City issued a RSQ and put it out via MRSC Small Works Roster Vendor Directory. We received four responses. It was graded that JUB was the most responsive bidder. This plan is needed so we can qualify for Federal DOT Safe Streets For All Implementation Grant Funding which is not dependent upon Federally Classified Roadways.

File Attachments

- [GradesFinal.pdf \(417 KB\)](#)

[GrantManagement_CommunityDevelopment_SS4APlan_RFQ_Final.pdf \(327 KB\)](#)

[PLANNINGAREA_MAP.pdf \(4.065 KB\)](#)

[SafeStreetsandRoadsforAll_2024_SOQ-JUB.pdf \(7.439 KB\)](#)

[Res_No_24-045_SS4A_Action_Plan_Grant_2024-5-28.pdf \(151 KB\)](#)

Subject :	5.10 AB 24135 - Award SE 8th Street Sidewalk Engineering Projects (College to Birch) & (Birch to Larch) to J-U-B Engineers as Task Order Under Agreement - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Fiscal Impact :	Yes
Dollar Amount :	\$132,220.00
Budget Source :	20% Federal MPO Surface Transportation Block Grant, 70% State TIB Active Transportation Grant, 10% College Place Transportation Benefit District
Recommended Action :	Motion to adopt Resolution No. 24-046 which authorizes City Administrator to sign task orders under on-call city engineering agreement for engineering of sidewalk on SE 8th Street (College to Birch - MPO Portion) and SE 8th Street (Birch to Larch - TIB Portion) for \$120,200 with 10% contingency of \$12,020 totaling \$132,220.

Public Content

Historical Perspective:

The City obtained a Metropolitan Planning Organization Surface Transportation Block Grant for over \$240,000 for sidewalk on SE 8th Street (College to Birch) and a State Transportation Improvement Board Active Transportation Grant for sidewalk on SE 8th Street (Birch to Larch) including bump outs and a rapid flashing beacon across Larch to Lions Park totaling \$657,900.

Information for Consideration:

The City has previously constructed six foot concrete sidewalk on SW 8th Street from College to Bade Street. This project will engineer a six foot concrete sidewalk to fill in gaps with appropriate ADA ramps and then a rapid flashing beacon/curb bump outs at Larch. The completed project will yield continuous pedestrian infrastructure between Downtown College Place (College Avenue) and Lions Park. This will become ever more important with the renovations at Lions Park including the eventual replacement of the Community Center.

File Attachments

[Map1_MPOSTBG_SE8th_CollegeToBirch.JPG \(87 KB\)](#)

[Map2_TIBATP_SE8th_BirchToLarchMap.JPG \(225 KB\)](#)

[Task Order No. 07-24-057 TA SE 8th-College_to_Birch .pdf \(654 KB\)](#)

[Task Order No. 07-24-058 TIB SE 8th-Birch to Larch.pdf \(660 KB\)](#)

[Res_No_24-046_SE_8th_Street_Sidewalk_Engineering_Agreements_2024-5-28.pdf \(153 KB\)](#)

Subject :	5.11 AB 24136 - Sewer Collection System Rehab Project - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 28, 2024
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$1,656,210.83
Budgeted :	Yes
Budget Source :	Department Of Ecology
Recommended Action :	Motion to award the Sewer Collection System Rehabilitation Project (CIPP) to Insituform, in the amount of \$1,505,646.21, and authorize Public Works Director to sign project contract documents and approve additional work up to a total of \$1,656,210.83 which includes a 10% contingency of \$150,564.62 based on the total construction costs.

Public Content

Historical Perspective:

The City and JUB Engineers have been working on design and designating critical areas for the CIPP Project throughout the City, this project has been funded by the Department of Ecology, upon further discussions with Department of Ecology they have provided 10 years of funding into one Construction season, the City feels this is a great opportunity to take advantage of what DOE has given us and allows us to improve our Sewer Infrastructure for many more years.

Information for Consideration:

The City has advertised this project and has had a Bid opening on May 14, 2024 with one Bidder- Insituform. The City is ready to Award the CIPP Project to Insituform with a Notice to Proceed sometime in early June with 100 working days.

File Attachments

[BidTabAbstract_CIPP.pdf \(38 KB\)](#)

[NoticeOfIntentToAward_CIPP.pdf \(114 KB\)](#)

[RecommendationOfAward_CIPP.pdf \(680 KB\)](#)

Subject :	5.12 AB 24137 - Update to the City's Fuel System - Mr. Rizzitiello
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Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 28, 2024
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$25,519.36
Budgeted :	No
Budget Source :	Equipment Capital Reserve
Recommended Action :	Motion to Authorize City Administrator to approve purchase and sign contract agreements for the installation of new fuel system equipment, software, and software management in an amount not to exceed \$25,519.36.

Public Content

Historical Perspective:

The City's fuel system is old, outdated, and no longer supported. Maintenance costs have risen significantly, and the system has been down for long periods of time on multiple occasions over the past few years.

Information for Consideration:

City staff researched new fuel system options and settled on one offered by Northwest Pump. Northwest Pump installed the City's current system and has provided maintenance on it up until this point. The fuel system selected is commonly used in the area, and is used by other government agencies as well. The purchase price is from Sourcewell contract. SME Solutions is Northwest Pumps installation company and will perform all the installation as well.

This fuel system will allow for staff to use City issued proximity cards, pins, and key fobs for each vehicle to securely access the fuel system.

Software and data will be securely hosted on a cloud based system which will allow for automatic updates and software maintenance. It will also allow authorized City staff access via the web, rather than a single computer.

Equipment and software costs total \$14,914.03.

Installation total \$8,285.39

Overall total is \$23,199.42

10% contingency of \$2319.94

Grand Total is \$25,519.36

File Attachments

[Dover Fueling Contract 092920-DVR.pdf \(439 KB\)](#)

[092920-DVR - Price Information.pdf \(98 KB\)](#)

[City of College Place PetroVend Q #DMCD012324B.pdf \(181 KB\)](#)

[City of College Place-College Place WA_Install PV200 Fuel Controller and an E-Stop switch.pdf \(153 KB\)](#)

Subject :	5.13 AB 24138 - Wastewater Treatment Phase 1 - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	5. Action Items.
Access :	Public
Type :	Action
Preferred Date :	May 28, 2024
Absolute Date :	May 28, 2024
Fiscal Impact :	Yes
Dollar Amount :	\$5,328,643.20
Budgeted :	Yes
Budget Source :	Department Of Ecology
Recommended Action :	Motion to award the Wastewater Treatment Plant Phase 1 Upgrades to Game Inc, in the amount of \$5,173,440.00 and authorize the Public Works Director to sign the Project Contract Documents and approve additional work up to a total of \$5,328,643.20 which includes a 3% Contingency of \$155,203.20 based on the total construction costs.

Public Content

Historical Perspective:

The City and JUB Engineer's have been working on the design for the WWTP Phase 1. The Project will consist with mostly Electrical/Control Upgrades, Work with the SBR Air Piping, and The Headworks Facility.

Information for Consideration:

The City and JUB opened Bids on Tuesday May 14, 2024 and there were two bids, one from Apollo Inc and one from Goodman & Mehlenbacher Enterprises Inc. (GAME Inc) After review of each bid Goodman & Mehlenbacher Enterprises Inc was the low bidder with a total bid of \$5,173,440.00. The Engineer's Estimate was \$4,355,808.00.

File Attachments

[RecommendationOfAward.pdf \(852 KB\)](#)

[NoticeOfIntentToAward - Signed.pdf \(114 KB\)](#)

6. Administrative Reports.

Subject :	6.01 AB 24139 - Park Standards and Specifications to be added to City Standards - Mr. Rizzitiello
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	6. Administrative Reports.
Access :	Public
Type :	Discussion, Information

Public Content

Historical Perspective:

The City has Standards and Specifications to ensure that roads and utilities are built, maintained, and repaired in a consistent manner. Up until now, there has not been a Park section in the City Standards.

The City engages JUB Engineers to help update the standards on an annual basis. Since there are several park projects and upgrades occurring, and likely new parks to be added as development happens in the near future, City staff have added some park standards to ensure consistency and specify minimum features.

Information for Consideration:

The City and JUB recognize that this is the first attempt at establishing park standards, but are committed to reviewing and revising them annually along with the other city standards.

The new Park Standards include:

- Playground surfaces
- Park Lighting
- Park benches
- Park picnic tables
- Playgrounds
- Irrigation systems
- Trails/pathways
- Security

Standardizing these items and providing guidance will help maintenance staff and will ensure that new parks being designed and built to be turned over to the City meet community needs.

File Attachments

[Parks Draft for PAR Board 4-26-2024.pdf \(478 KB\)](#)

7. Informational Reports.

Subject :	7.01 College Place Police Department Update
Meeting :	May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)
Category :	7. Informational Reports.
Access :	Public

Type : Information

File Attachments

[April 2024 Officer Activity.pdf \(134 KB\)](#)
[Daily Incident Log 04 2024.pdf \(4,106 KB\)](#)
[Incident Activity Report 04 2024.pdf \(3,010 KB\)](#)

Subject : 7.02 Development Tracker usually Presented to Economic Development Commission - Mr. Rizzitiello

Meeting : May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 7. Informational Reports.

Access : Public

Type : Information

Public Content

Historical Perspective:

Information for Consideration:

This report is given to the Economic Development, Tourism, and Events Commission during its May 6th, 2024 meeting. It is updated monthly for the EDTEC meetings. The next edition will be shared with City Council at its June 11th, 2024 meeting.

File Attachments

[DevelopmentTrackSheet_May2024.pdf \(130 KB\)](#)

8. Executive Session. - None

9. Closing Items.

Subject : 9.01 Good of the Order?

Meeting : May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 9. Closing Items.

Access : Public

Type : Discussion, Information

Subject : 9.02 Conclusion - Motion to Conclude the Meeting.

Meeting : May 28, 2024 - City Council Meeting - Hybrid (In-Person & Electronic)

Category : 9. Closing Items.

Access : Public

Type : Action

Recommended Action : Motion to conclude the meeting

City Council Meeting - Hybrid (In-Person & Electronic) (Tuesday, May 14, 2024)

Generated by Sherri St Clair on Monday, May 14, 2024

1. Opening Items.

Procedural: 1.01 Call To Order

Mayor Hernández called the meeting to order at 7:01 PM

Procedural: 1.02 Roll Call

PRESENT:

Mayor - Norma L. Hernández

Council Members – Paul Jessup; Tito Espinoza; Loren Peterson; Melodie Williams; Heather Schermann; Monica Boyle

Staff- City Administrator, Michael Rizzitiello; City Attorney, Rea Culwell; Finance Director, Brian Carleton; Public Works Director, Robert McAndrews; Community Development Director, Jon Rickard; City Clerk, Sherri St. Clair

Also Present -

Michael Cleveland

MEMBERS EXCUSED:

MEMBERS ABSENT:

Procedural: 1.03 Pledge of Allegiance

Information: 1.04 Public Comment - None

2. Consent Agenda.

Action (Consent): 2.01 AB 24100 - Approve Agenda for May 14, 2024

Action (Consent), Minutes: 2.02 AB 24101 - Approve Council Meeting Minutes from April 23, 2024

Action (Consent), Minutes: 2.03 AB 24102 - Approve Council Workshop Minutes from May 7, 2024

Action (Consent): 2.04 AB 24103 - January Financials

Action (Consent): 2.05 AB 24104 - Resolution Authorizing the Mayor to Execute the SPAR Program Indigent Defense Services Agreement with Attorney Rachel Cortez.

Action (Consent) 2.06 - Excusing the Absence of Council Member Cleveland

Action (Consent): 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.

Council Member Schermann made a motion to approve the consent agenda. Second by Member Boyle and the motion passed 6-0.

3. Presentations.

Discussion: 3.01 AB 24105 - Support for Walla Walla Sleep Center -

Ms. Culwell informed the Council that the City has previously presented on the issues of homelessness and trespassing on public property. Ms. Culwell informed the Council that the City is requesting input from Council on whether the City would like to continue financial support for the Walla Walla Sleep Center and if so, how much financial support should the City provide.

Discussion ensued.

Information: 3.02 AB 24106 - National Public Works Week Proclamation - Mayor Hernández ready the National Public Works Week Proclamation.

Information: 3.03 AB 24107 - National Police Week Proclamation - Mayor Hernández read the National Police Week Proclamation.

4. Public Hearings. - None

5. Action Items.

Action: 5.01 AB 24108 - Award of the Lift Station #5 Relocation Project -

Mr. McAndrews informed the Council that the City had previously advertised for bids for this project, however, no bids were submitted. The City re-advertised for the project and received a bid from Apollo Inc. for \$2,783,151 which came out higher than the engineers estimate of \$2,177,800. In addition, Mr. McAndrews informed Council that Apollo Inc. had previously completed the Lift Station #7 project. The City is recommending that Council approve the bid for the Lift Station #5 Relocation Project from Apollo Inc.

Discussion ensued.

Council Member Jessup made a motion to award the Lift Station #5 Relocation Project to Apollo Inc. in the amount of \$2,783,151.43, and authorize the Public Works Director to sign the Notice of Intent to Award, project contract documents, and approve additional work up to a total of \$3,061,466.57 which includes a 10% contingency of \$278,315.14 based on the total construction costs. Second by Member Schermann and the motion passed 6-0.

Discussion ensued.

Action: 5.02 AB 24109 - Commerce Local Project Review: Consolidated Permit Review Grant Program

-

Mr. Rickard informed the Council that the Department of Commerce is offering a Consolidated Permit Review grant opportunity. Mr. Rickard informed the Council that changes were made to the Local Project Review Act in 2023. The City is currently meeting the requirements for the permit review, however, Mr. Rickard is the only Planner for the City and the City's Community Development Department could benefit from an additional Planner on staff to assist with planning and residential permit reviews. The City would like to apply for the Consolidated Permit Review grant and informed the Council that if awarded the grant, the City would be eligible for a follow-up grant.

Discussion ensued.

Council Member Peterson made a motion to approve Resolution No 24-030 - Regarding the Washington State Department of Commerce Local Project Review Consolidated Permit Review Grant Program, a commitment to permit review consolidation requirements, and authorizing Mayor Hernandez to sign the letter of commitment. Second by Member Boyle and the motion passed 6-0.

Action: 5.03 AB 24110 - Washington State Safe Routes to School Grant Application - Davis Elementary School Area -

Mr. Rizzitiello informed the Council that the City would like to apply for the Washington State Safe Routes to School Grant for the David Elementary School area to add sidewalks on NE Ash Avenue between Whitman and A Street, SE Birch Avenue between 2nd and 4th Street, and add rapid flashing beacons.

Discussion ensued.

Council Member Schermann made a motion to adopt Resolution No. 24-031 supporting Davis Elementary School Safe Route to School Project. Second by Member Peterson and the motion passed 6-0.

Action: 5.04 AB 24111 - Washington State Safe Routes to School Grant Application: Sager Middle School Area -

Mr. Rizzitiello informed the Council that the City would like to apply for the Washington State for the Sager Middle School area to add a safer crossing on Lamperti at the back Walmart entrance, a crosswalk on SE Central between Lamperti and 12th Street, and a rapid flashing beacon across 12th Street.

Council Member Boyle made a motion to adopt Resolution No. 24-032 supporting the Sager Middle School Safe Route to School Project. Second by Member Peterson and the motion passed 6-0.

Action: 5.05 AB 24112 - Washington State Pedestrian & Bicycle Program Grant Applications: SR 125 & Tamaurson/Meadowbrook -

Mr. Rizzitiello informed the Council that the City would like to apply for the Washington State Pedestrian and Bicycle Program grant to make SR125 and Meadowbrook Blvd/Tamaurson Rd. improvements. Mr. Rizzitiello informed the Council that Tamaurson Road has bicycle lanes that end at Peppers Bridge Road just before the road meets SR 125.

Council Member Jessup made a motion to recommend Resolution No. 24-033 authorizing the City submittal for the Washington State Department of Transportation Pedestrian & Bicycle Grant Program (SR 125 & Tamaurson/Meadowbrook). Second by Member Boyle and the motion passed 6-0.

Action: 5.06 AB 24113 - Washington State Pedestrian & Bicycle Program Grant Applications: Myra Rd & Garrison Village Way -

Mr. Rizzitiello informed the Council that the City would like to apply for the Washington State Pedestrian and Bicycle Program grant to address crossing issues at the Myra Road and Garrison Village Way/Fort Walla Walla Park intersection.

Discussion ensued.

Council Member Boyle made a motion to approve Resolution No. 24-034 which recommends the City's submittal for the Washington State Department of Transportation Pedestrian & Bicycle Grant Program (Myra & Garrison Village Way). Second by Member Schermann and the motion passed 6-0.

Action: 5.07 AB 24114 - Resolution of Support for Veterans Park Renovation Grant to the State of Washington Recreation Conservation Office (RCO) Washington Wildlife and Recreation Program (WWRP) for Local Parks -

Mr. Rizzitiello informed the Council that the City would like to apply for the Washington State Recreation Conservation Office Washington Wildlife and Recreation Program for Local Parks to make improvements to Veterans Park. Mr. Rizzitiello informed the Council that the Youth Athletic Facilities

grant is partially covering the basketball court, pickleball court, and restrooms. The City would like to apply for this grant to cover costs of new playground equipment and other associated costs of the Veterans Park renovation.

Discussion ensued.

Council Member Peterson made a motion to approve Resolution No. 24-035 which authorizes City Administrator to submit a Washington Wildlife and Recreation Program (WWRP) grant application for local parks to the State Recreation Conservation Office (RCO) for the Veterans Park Renovation. Second by Member Espinoza and the motion passed 6-0.

Action: 5.08 AB 24115 - Resolution of Support for Kiwanis Park Phase II Renovation Grant to the State of Washington Youth Athletic Facility (YAF) Grant -

Mr. Rizzitiello informed the Council that the City would like to apply for the Washington State Youth Athletic Facility grant application for Kiwanis Park Phase II improvements which include adding the pickleball and basketball court lights, replacing the turf and irrigation in the northern part of the park, adding a walking path, and a storage building.

Discussion ensued.

Council Member Espinoza made a motion to approve Resolution No. 24-036 which authorizes City Administrator to submit a Youth Athletic Facility grant for Kiwanis Park II Renovations. Second by Member Williams and the motion passed 6-0.

Action: 5.09 AB 24116 - Financial Support for the Walla Walla Sleep Center -

Ms. Culwell informed Council that based on previous discussion of this topic earlier in the agenda, her understanding is that Council is in agreement to financial support the Walla Walla Sleep Center in an amount between \$3,000.00 and \$5,000.00 for the fiscal year 2024. Ms. Culwell invited the Council to make a recommendation for a monetary amount and payment distribution for financial support of the Walla Walla Sleep Center.

Discussion ensued.

Council Member Schermann made a motion to authorize the City to financially support the Walla Walla Sleep Center by making a one time payment of \$3,000.00 and to approve Resolution No. 24-037 a Resolution by the City Council of the City of College Place, Washington regarding authorizing City Administrator to execute Memorandum of Understanding with Walla Walla Alliance for the Homeless for Financial Support. Second by Member Boyle and the motion passed 6-0.

6. Administrative Reports.

Discussion, Information: 6.01 AB 24117 - Creating Industrial Property Tax Exemption -

Mr. Rizzitiello informed the Council that the Economic Development, Tourism, and Events Commission recommended the Creating Industrial Property Tax Exemption to Council. Mr. Rizzitiello explained that the State of Washington changed RCW's to allow cities to create an Industrial Property Tax Exemption for businesses of at least 10,000 square feet that create an improvement value of at least \$800,000.00, and creates at least 25 family living wage jobs. Mr. Rizzitiello explained that this could be a great benefit to potential future businesses near Martin Airfield.

Discussion ensued.

Discussion, Information: 6.02 AB 24118 - New Strategic Plan (FY 2025 to 2033) -

Mr. Rizzitiello informed the Council that he has inquired with strategic planners to update the City's strategic plan as the original plan was created back in 2017. Since then, the City has a new mayor and three new council members. Mr. Rizzitiello contacted Mr. Ratkai from Sageland Strategic who has experience working for the city's and recently created a strategic plan for the City of Toppenish. Mr.

Rizzitiello would like the Council to review Mr. Ratkai's work and recommends an update to the City's Strategic Plan.

Discussion ensued.

7. Informational Reports.

Information: 7.01 Price Computers - Contract Termination

Information: 7.02 State & Local Cybersecurity Grant Program

Information: 7.03 Informational Report - Community Development

Information: 7.04 Co(W)all Create District Certification Letter

Mr. Rizzitiello informed the Mayor and Council that the creative district was approved.

Discussion ensued.

8. Executive Session. - None

9. Closing Items.

Discussion, Information: 9.01 Good of the Order?

Council Member Peterson requested a development update be added to the agenda.

Discussion ensued.

Action: 9.02 Conclusion - Motion to Conclude the Meeting.

Council Member Boyle made a motion to conclude the meeting at 8:15 PM. Second by Member Peterson and with no objection, the meeting concluded.

Approved:

Norma L. Hernández – Mayor

Attest:

Sherri St. Clair - City Clerk

The foregoing minutes are the official record of the City Council meeting that occurred May 14, 2024. Further detail may be obtained by reviewing the actual audio recording made during this session.

Surplus - 2024

	<u>Dept.</u>	<u>Make</u>	<u>Model</u>	<u>Year</u>	<u>VIN</u>	<u>Old Veh. No.</u>
1	ER&R	Chevrolet	1500	2006	3GCEC14V16G251705	209
2	ER&R	Ford	Explorer	2014	1FM5K8AR9EGA04439	270
3	Police	Ford	Taruas	2013	1FAHP2M80DG132317	401
4	Police	Ford	Explorer	2015	1FM5K8AR0FGA04461	407
5	Police	Ford	Explorer	2015	1FM5K8AR2FGA04445	409
6	Police	Ford	Explorer	2015	1FM5K8AR6FGA88995	415
7	Police	Ford	Explorer	2015	1FM5K8AR0FGA04475	471
8	Police	Ford	Explorer	2015	1FM5K8AR9FGA04474	472
9	Police	Ford	Explorer	2014	1FM5K8AR6EGB80221	416/476
10	Police	Ford	Explorer	2014	1FM5K8ARXEGB69173	418/478
11	Police	Ford	Super Duty	1992	1FDLF47F5TEB25303	501
12	Street	Chevrolet	1500	2008	1GCEC14X28Z288671	504
13	Street	Ford	L8000	1992	1FDYU82A0NVA34733	542
14	Water	Caterpillar	Generator	2011	CAT00000EC9E82484	606
15	Wastewater	Cummins	Generator	2011	C110202021	716
16	Stormwater	Ford	E450	2003	1FDWE45F53HA63175	920
17	Fire	Ford	E450	2000	1FDXE45F8YHB96606	A3022
18	Fire	Ford	Expedition	2006	1FMPU16526LA61610	UT303
19	Fire	Chevrolet	1500	2006	3GCEC14V86G236151	UT304
20	Fire	Chevrolet	1500	2007	1GCEC14C57Z583601	1001
21	Fire	E-One	Pumper	2001	4S7HT22951C039005	E3011
22	Fire/MOB	Chevrolet	C30	1985	1GBJK34J0FJ160535	E3061

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, Bank Statement Report & Investment Detail 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

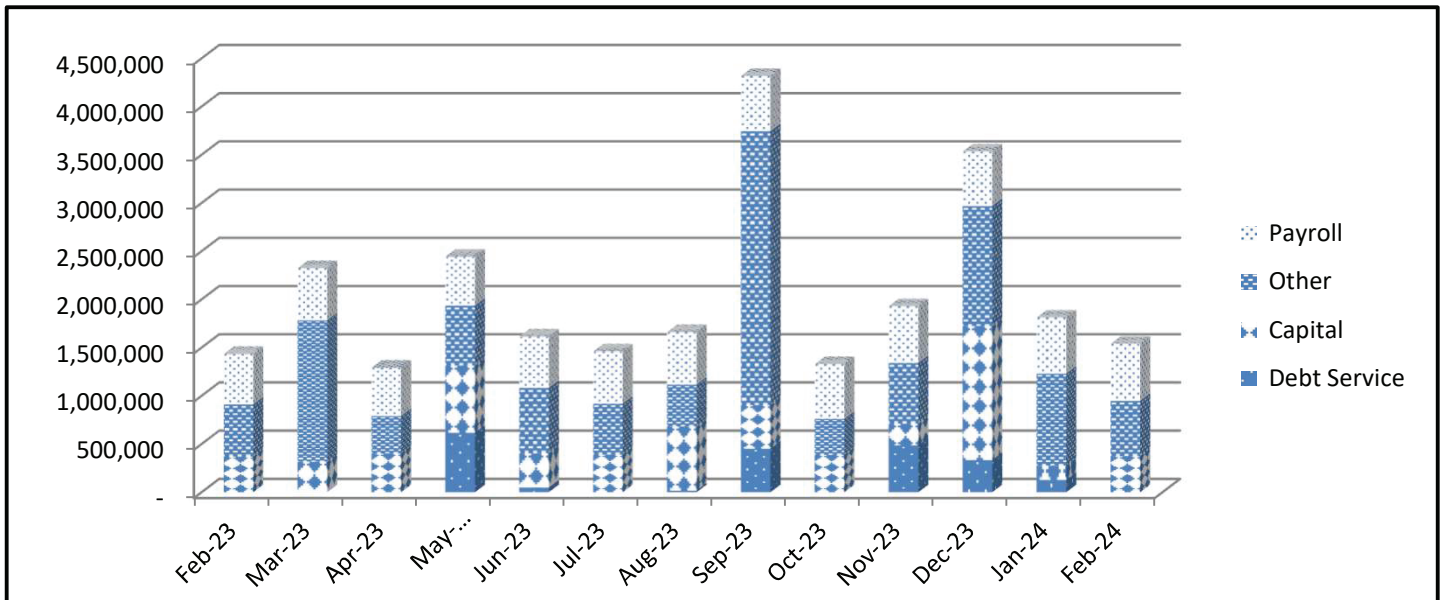
Detail of credit account transactions for the period. Reported by vendor and subtotaled by department.

City of College Place

Monthly Expenditure Analysis

Feb-24

Month	Operating Expenses		Capital	Debt Service	Total
	Payroll	Other			
Feb-24	591,432	573,195	373,336	973	1,538,936
Jan-24	581,645	952,261	150,217	127,567	1,811,690
Dec-23	564,605	1,245,764	1,390,103	332,939	3,533,411
Nov-23	588,393	630,484	225,475	485,370	1,929,722
Oct-23	568,291	372,438	387,783	234	1,328,745
Sep-23	573,476	2,839,849	452,481	451,826	4,317,633
Aug-23	543,829	435,696	663,709	17,234	1,660,467
Jul-23	541,376	527,641	390,550	256	1,459,823
Jun-23	532,440	678,886	354,169	48,935	1,614,430
May-23	508,788	621,384	698,337	615,313	2,443,822
Apr-23	500,086	389,518	400,622	714	1,290,939
Mar-23	541,212	1,466,309	316,311	234	2,324,065
Feb-23	523,342	540,461	370,301	234	1,434,338



Other Detail - Significant Expenditures and Related Party Transactions

Interfund Transfers	\$	299,000
Related Party Transactions: None		
Total Other Detail	\$	299,000



City of College Place, WA

CP Check Register

By Check Number

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Bank #28-Bank #28						
Payment Type: Regular						
337	Wolpert, Kevin	02/02/2024	Regular	0.00	101.00	80277
13270	American Legal Services	02/05/2024	Regular	0.00	7.24	80278
95	College Place Fire Fighters Assn.	02/05/2024	Regular	0.00	340.00	80279
5215	IAFF Local 4203, C/O BMCU Acct. 59881001	02/05/2024	Regular	0.00	400.00	80280
14041	Life Flight Network Foundation	02/05/2024	Regular	0.00	87.50	80281
3275	Marianne Barr C/O CPPD Emp Donations	02/05/2024	Regular	0.00	160.00	80282
3273	Teamsters - Public Employees	02/05/2024	Regular	0.00	1,906.00	80283
12901	United Way of The Blue Mountains	02/05/2024	Regular	0.00	5.00	80284
5218	WSCFF Employee Benefit Trust	02/05/2024	Regular	0.00	600.00	80285
12345	Rizzitiello, Michael	02/06/2024	Regular	0.00	72.00	80286
92	City Of College Place-General	02/23/2024	Regular	0.00	7,026.95	80290
	Void	02/23/2024	Regular	0.00	0.00	80291
	Void	02/23/2024	Regular	0.00	0.00	80292
Total Regular:				0.00	10,705.69	

CP Check Register

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Manual						
204	Pacific Power & Light	02/23/2024	Manual	0.00	8,690.00	80293
Total Manual:				0.00	8,690.00	

CP Check Register

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Regular						
204	Pacific Power & Light	02/23/2024	Regular	0.00	-8,690.00	80293
204	Pacific Power & Light	02/23/2024	Regular	0.00	5,404.00	80294
204	Pacific Power & Light	02/23/2024	Regular	0.00	4,409.00	80295
204	Pacific Power & Light	02/26/2024	Regular	0.00	8,690.00	80296
211	Postmaster	02/27/2024	Regular	0.00	1,041.66	80297
5728	WA St. Dept Of Licensing	02/27/2024	Regular	0.00	184.76	80298
Total Regular:				0.00	11,039.42	

CP Check Register			Date Range: 02/01/2024 - 02/29/2024			
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Virtual Payment						
11354	Corrosion Solutions Inc.	02/02/2024	Virtual Payment	0.00	2,000.00	APA000969
100	Crown Paper & Janitorial Supply Inc	02/02/2024	Virtual Payment	0.00	215.23	APA000970
13879	GNAT Enterprises	02/02/2024	Virtual Payment	0.00	160.00	APA000971
144	Hach Company	02/02/2024	Virtual Payment	0.00	347.19	APA000972
12124	PBS Engineering and Environmental LLC	02/02/2024	Virtual Payment	0.00	23,195.22	APA000973
242	Providence Occupational Health WW	02/02/2024	Virtual Payment	0.00	228.00	APA000974
283	Walla Walla County Auditor	02/02/2024	Virtual Payment	0.00	35,808.49	APA000975
943	Whitney Equipment Co., Inc.	02/02/2024	Virtual Payment	0.00	96.30	APA000976
443	123 Printing	02/12/2024	Virtual Payment	0.00	68.61	APA000977
11369	Abadan Tri-Cities	02/12/2024	Virtual Payment	0.00	5.44	APA000978
13458	Alison Mckinney	02/12/2024	Virtual Payment	0.00	1,791.00	APA000979
13385	Absolute Software, Inc	02/12/2024	Virtual Payment	0.00	3,913.20	APA000980
14425	Amalgamated Holdings LLC	02/12/2024	Virtual Payment	0.00	1,769.63	APA000981
8191	Association Of Washington Cities	02/12/2024	Virtual Payment	0.00	7,694.00	APA000982
68	Beeline Auto Center	02/12/2024	Virtual Payment	0.00	359.57	APA000983
11139	Blue Mountain Humane Society	02/12/2024	Virtual Payment	0.00	1,000.00	APA000984
14045	Car Wash Partners, LLC	02/12/2024	Virtual Payment	0.00	132.00	APA000985
6157	CI Shred	02/12/2024	Virtual Payment	0.00	100.10	APA000986
809	Columbia Electric Supply	02/12/2024	Virtual Payment	0.00	216.70	APA000987
12796	Columbia Soft Corporation	02/12/2024	Virtual Payment	0.00	7,587.26	APA000988
10080	Connell Oil, Inc	02/12/2024	Virtual Payment	0.00	1,053.06	APA000989
330	Core & Main LP	02/12/2024	Virtual Payment	0.00	629.24	APA000990
11566	Corwin Ford - Tri Cities	02/12/2024	Virtual Payment	0.00	718.74	APA000991
100	Crown Paper & Janitorial Supply Inc	02/12/2024	Virtual Payment	0.00	200.14	APA000992
VEN01009	Dell Marketing LP	02/12/2024	Virtual Payment	0.00	40,205.54	APA000993
14468	Design West Architects, P.A.	02/12/2024	Virtual Payment	0.00	11,860.00	APA000994
14822	Desimone Consulting LLC	02/12/2024	Virtual Payment	0.00	6,000.00	APA000995
8544	Doering, Shawn R	02/12/2024	Virtual Payment	0.00	23.00	APA000996
14558	Dooley Enterprises Inc	02/12/2024	Virtual Payment	0.00	10,205.73	APA000997
VEN01020	Duncan, Jarrid	02/12/2024	Virtual Payment	0.00	179.40	APA000998
6432	Express Services, Inc	02/12/2024	Virtual Payment	0.00	2,035.15	APA000999
13879	GNAT Enterprises	02/12/2024	Virtual Payment	0.00	160.00	APA001000
139	Grainger, Inc.	02/12/2024	Virtual Payment	0.00	368.95	APA001001
144	Hach Company	02/12/2024	Virtual Payment	0.00	84.62	APA001002
14414	Instrument Technology Corporation	02/12/2024	Virtual Payment	0.00	1,257.34	APA001003
13449	Kenneth Cole Counseling, PS	02/12/2024	Virtual Payment	0.00	700.00	APA001004
159	KIE Supply Corporation	02/12/2024	Virtual Payment	0.00	190.67	APA001005
14082	Language Line Services Inc	02/12/2024	Virtual Payment	0.00	10.36	APA001006
14599	Larson, Clifford	02/12/2024	Virtual Payment	0.00	70.66	APA001007
170	Lawson Products Inc.	02/12/2024	Virtual Payment	0.00	130.01	APA001008
183	McLoughlin & Eardley Corporation	02/12/2024	Virtual Payment	0.00	344.31	APA001009
8622	Moreno & Nelson Construction Corp.	02/12/2024	Virtual Payment	0.00	84,479.61	APA001010
10933	Municipal Emergency Services, Inc.	02/12/2024	Virtual Payment	0.00	2,934.90	APA001011
200	One Call Concepts Inc.	02/12/2024	Virtual Payment	0.00	74.88	APA001012
13072	O'Reilly Auto Parts	02/12/2024	Virtual Payment	0.00	1,931.23	APA001013
9612	Outwest Printing	02/12/2024	Virtual Payment	0.00	330.46	APA001014
6034	Pepsi Cola Bottling of Walla Walla	02/12/2024	Virtual Payment	0.00	199.00	APA001015
181	Ponti & Wernette PS	02/12/2024	Virtual Payment	0.00	1,050.00	APA001016
8689	Port Of Walla Walla	02/12/2024	Virtual Payment	0.00	1,200.00	APA001017
5547	Postal Annex #397	02/12/2024	Virtual Payment	0.00	19.56	APA001018
208	Rexel USA Inc.(dba Platt Electric)	02/12/2024	Virtual Payment	0.00	3,206.73	APA001019
10275	RH2 Engineering, Inc.	02/12/2024	Virtual Payment	0.00	21,677.91	APA001020
VEN01234	SAR Enterprises Inc	02/12/2024	Virtual Payment	0.00	3,716.18	APA001021
4236	Tektoniks Corporation	02/12/2024	Virtual Payment	0.00	1,657.68	APA001022
258	Total Office Concepts	02/12/2024	Virtual Payment	0.00	3,148.17	APA001023
14616	Tyler Technologies Inc	02/12/2024	Virtual Payment	0.00	1,625.07	APA001024
9436	Valley Science and Engineering Inc.	02/12/2024	Virtual Payment	0.00	1,105.00	APA001025
565	WA St. Dept Of Transportation - SCR	02/12/2024	Virtual Payment	0.00	1,238.27	APA001026
324	WA St. Patrol, Accounts Receivable	02/12/2024	Virtual Payment	0.00	92.75	APA001027
299	Walla Walla City of	02/12/2024	Virtual Payment	0.00	34,543.80	APA001028

CP Check Register					Date Range: 02/01/2024 - 02/29/2024	
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
11236	Walt's Plumbing & Septic Tank Service LL	02/12/2024	Virtual Payment	0.00	75.00	APA001029
572	Western States Equipment Co.	02/12/2024	Virtual Payment	0.00	665.45	APA001030
12618	Zumar Industries Inc.	02/12/2024	Virtual Payment	0.00	1,733.52	APA001031
616	Cascade Fire Equip Corp.	02/15/2024	Virtual Payment	0.00	340.33	APA001032
14468	Design West Architects, P.A.	02/15/2024	Virtual Payment	0.00	1,200.00	APA001033
332	Jones Truck & Implement	02/15/2024	Virtual Payment	0.00	77.99	APA001034
9680	Les Schwab Tire Center - CP	02/15/2024	Virtual Payment	0.00	173.91	APA001035
950	Lightfoot's Inc.	02/15/2024	Virtual Payment	0.00	70.79	APA001036
194	Napa Of Walla Walla	02/15/2024	Virtual Payment	0.00	2,808.89	APA001037
216	Quality Petroleum Products Inc.	02/15/2024	Virtual Payment	0.00	9,362.85	APA001038
12672	Schmick, Dylan E	02/15/2024	Virtual Payment	0.00	188.92	APA001039
291	Walla Walla Electric	02/15/2024	Virtual Payment	0.00	51.85	APA001040
13591	Walla Walla Motors Inc.	02/15/2024	Virtual Payment	0.00	49.55	APA001041
11369	Abadan Tri-Cities	02/26/2024	Virtual Payment	0.00	93.40	APA001042
12539	Anderson Towing LLC	02/26/2024	Virtual Payment	0.00	276.61	APA001043
14848	Austin, Dennis	02/26/2024	Virtual Payment	0.00	300.00	APA001044
70	Bennett's Locksmith, LLC	02/26/2024	Virtual Payment	0.00	152.46	APA001045
357	Blue Mountain Action Council	02/26/2024	Virtual Payment	0.00	319.54	APA001046
188	Byrnes Oil	02/26/2024	Virtual Payment	0.00	218.01	APA001047
616	Cascade Fire Equip Corp.	02/26/2024	Virtual Payment	0.00	176.24	APA001048
5700	CH2M Hill OMI	02/26/2024	Virtual Payment	0.00	113,770.17	APA001049
VEN01025	Christopher Price	02/26/2024	Virtual Payment	0.00	4,062.93	APA001050
12933	Cole, Tanner C	02/26/2024	Virtual Payment	0.00	196.75	APA001051
13930	Denny, Michael	02/26/2024	Virtual Payment	0.00	2,750.00	APA001052
VEN01023	EverBank, NA	02/26/2024	Virtual Payment	0.00	233.75	APA001053
6432	Express Services, Inc	02/26/2024	Virtual Payment	0.00	2,354.85	APA001054
839	Gem Body Shop, Inc.	02/26/2024	Virtual Payment	0.00	2,014.11	APA001055
13879	GNAT Enterprises	02/26/2024	Virtual Payment	0.00	160.00	APA001056
10444	J-U-B Engineers, Inc.	02/26/2024	Virtual Payment	0.00	5,507.52	APA001057
159	KIE Supply Corporation	02/26/2024	Virtual Payment	0.00	64.26	APA001058
166	L N Curtis & Sons	02/26/2024	Virtual Payment	0.00	464.44	APA001059
12736	LeRoy Survey Consulting	02/26/2024	Virtual Payment	0.00	600.00	APA001060
183	McLoughlin & Eardley Corporation	02/26/2024	Virtual Payment	0.00	156.74	APA001061
13173	Northsound Auto Group, LLC	02/26/2024	Virtual Payment	0.00	102,589.58	APA001062
9612	Outwest Printing	02/26/2024	Virtual Payment	0.00	329.90	APA001063
VEN01034	Pacific Northwest Emergency Equipment Co	02/26/2024	Virtual Payment	0.00	302.16	APA001064
207	Pitney Bowes Global Financial Serv. LLC.	02/26/2024	Virtual Payment	0.00	389.43	APA001065
3330	PocketiNet Communications Inc	02/26/2024	Virtual Payment	0.00	200.00	APA001066
12508	Public Safety Testing, Inc	02/26/2024	Virtual Payment	0.00	187.00	APA001067
10275	RH2 Engineering, Inc.	02/26/2024	Virtual Payment	0.00	1,244.35	APA001068
5432	Rotary Club Of Walla Walla	02/26/2024	Virtual Payment	0.00	230.00	APA001069
VEN01019	Skydio Inc	02/26/2024	Virtual Payment	0.00	18,130.03	APA001070
13213	Systems Design West LLC	02/26/2024	Virtual Payment	0.00	4,178.56	APA001071
14577	United Rentals Inc.	02/26/2024	Virtual Payment	0.00	128.95	APA001072
291	Walla Walla Electric	02/26/2024	Virtual Payment	0.00	306.10	APA001073
10141	Walla Walla Regional Water Testing Services LL	02/26/2024	Virtual Payment	0.00	420.00	APA001074
298	Walla Walla Union-Bulletin	02/26/2024	Virtual Payment	0.00	571.80	APA001075
281	Walla Walla University	02/26/2024	Virtual Payment	0.00	308.00	APA001076
VEN01236	Xylem Water Solutions U.S.A., Inc	02/26/2024	Virtual Payment	0.00	52,260.30	APA001077
6036	Ferguson Enterprises, Inc.	02/28/2024	Virtual Payment	0.00	1,205.14	APA001078
14823	RD Offutt Company	02/28/2024	Virtual Payment	0.00	417.07	APA001079
14039	Smarsh Inc.	02/28/2024	Virtual Payment	0.00	24.96	APA001080
13837	Tampa Enterprises LLC	02/28/2024	Virtual Payment	0.00	17.14	APA001081
14405	Titan Truck Equipment, Inc	02/28/2024	Virtual Payment	0.00	378.84	APA001082
657	Tompkins, Gregory A.	02/28/2024	Virtual Payment	0.00	363.28	APA001083
262	Tri-County Fire Association	02/28/2024	Virtual Payment	0.00	500.00	APA001084
14616	Tyler Technologies Inc	02/28/2024	Virtual Payment	0.00	282.62	APA001085
11406	U.S. Bank St. Paul	02/28/2024	Virtual Payment	0.00	350.00	APA001086
9436	Valley Science and Engineering Inc.	02/28/2024	Virtual Payment	0.00	670.00	APA001087
566	Walla Walla County Dept Of Public Works	02/28/2024	Virtual Payment	0.00	200.00	APA001088
298	Walla Walla Union-Bulletin	02/28/2024	Virtual Payment	0.00	433.26	APA001089

CP Check Register

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
119	Wesley Group, The	02/28/2024	Virtual Payment	0.00	150.00	APA001090
Total Virtual Payment:				0.00	664,785.36	

CP Check Register				Date Range: 02/01/2024 - 02/29/2024		
Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Payment Type: Bank Draft						
14312	Empower Retirement, LLC	02/05/2024	Bank Draft	0.00	844.20	DFT0001118
14312	Empower Retirement, LLC	02/05/2024	Bank Draft	0.00	5,656.90	DFT0001119
14312	Empower Retirement, LLC	02/05/2024	Bank Draft	0.00	2,508.40	DFT0001120
14312	Empower Retirement, LLC	02/05/2024	Bank Draft	0.00	3,897.15	DFT0001121
14312	Empower Retirement, LLC	02/05/2024	Bank Draft	0.00	480.50	DFT0001122
3271	American Family Life Ins	02/05/2024	Bank Draft	0.00	347.62	DFT0001123
3271	American Family Life Ins	02/05/2024	Bank Draft	0.00	1,587.85	DFT0001124
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	5,049.60	DFT0001125
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	29.75	DFT0001126
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	16.32	DFT0001127
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	547.50	DFT0001128
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	592.63	DFT0001129
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	1,165.94	DFT0001130
3278	City Of College Place	02/05/2024	Bank Draft	0.00	1,822.22	DFT0001131
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	22,662.58	DFT0001132
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	13,934.96	DFT0001133
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	10,093.22	DFT0001134
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	34,287.74	DFT0001135
3270	State Of Washington	02/05/2024	Bank Draft	0.00	27,071.33	DFT0001136
3543	Washington State Support Registry	02/05/2024	Bank Draft	0.00	803.86	DFT0001137
3270	State Of Washington	02/05/2024	Bank Draft	0.00	23,746.90	DFT0001138
3270	State Of Washington	02/05/2024	Bank Draft	0.00	3,357.16	DFT0001139
3270	State Of Washington	02/05/2024	Bank Draft	0.00	1,015.65	DFT0001140
3270	State Of Washington	02/05/2024	Bank Draft	0.00	2,231.69	DFT0001141
3269	Washington Teamsters Welfare Trust	02/05/2024	Bank Draft	0.00	1,566.50	DFT0001142
3269	Washington Teamsters Welfare Trust	02/05/2024	Bank Draft	0.00	20,582.17	DFT0001143
3269	Washington Teamsters Welfare Trust	02/05/2024	Bank Draft	0.00	234.00	DFT0001144
3269	Washington Teamsters Welfare Trust	02/05/2024	Bank Draft	0.00	222.30	DFT0001145
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	167.90	DFT0001146
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	75.00	DFT0001147
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	4,156.54	DFT0001148
151	Internal Revenue Service (Payroll)	02/05/2024	Bank Draft	0.00	10,581.00	DFT0001149
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	209.84	DFT0001150
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	649.34	DFT0001151
151	Internal Revenue Service (Payroll)	02/05/2024	Bank Draft	0.00	37,562.58	DFT0001152
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	4,832.76	DFT0001153
13177	ESD - PFMLA	02/05/2024	Bank Draft	0.00	1,813.92	DFT0001154
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	314.59	DFT0001155
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	2,397.55	DFT0001156
570	Oregon Department Of Revenue	02/05/2024	Bank Draft	0.00	767.95	DFT0001157
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	704.94	DFT0001158
13120	Oregon Department Of Revenue-Transit	02/05/2024	Bank Draft	0.00	12.76	DFT0001159
151	Internal Revenue Service (Payroll)	02/05/2024	Bank Draft	0.00	27,377.94	DFT0001160
13177	ESD - PFMLA	02/05/2024	Bank Draft	0.00	2,169.70	DFT0001161
501	WA St. Dept Of Labor & Industries	02/05/2024	Bank Draft	0.00	625.33	DFT0001162
13177	ESD - PFMLA	02/05/2024	Bank Draft	0.00	865.37	DFT0001163
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	775.14	DFT0001164
60	Association Of Washington Cities	02/05/2024	Bank Draft	0.00	1.75	DFT0001165
82	Cascade Natural Gas Corporation	02/09/2024	Bank Draft	0.00	3,587.55	DFT0001166
270	Centurylink Communications LLC	02/09/2024	Bank Draft	0.00	784.33	DFT0001167
103	Columbia Rural Electric	02/09/2024	Bank Draft	0.00	4,270.20	DFT0001168
218	Quill Corporation	02/09/2024	Bank Draft	0.00	899.99	DFT0001170
5629	Home Depot Credit Services	02/14/2024	Bank Draft	0.00	3,933.10	DFT0001180
151	Internal Revenue Service (Payroll)	02/15/2024	Bank Draft	0.00	1,293.44	DFT0001188
151	Internal Revenue Service (Payroll)	02/15/2024	Bank Draft	0.00	4,386.50	DFT0001189
570	Oregon Department Of Revenue	02/15/2024	Bank Draft	0.00	72.52	DFT0001190
151	Internal Revenue Service (Payroll)	02/15/2024	Bank Draft	0.00	2,084.16	DFT0001191
270	Centurylink Communications LLC	02/23/2024	Bank Draft	0.00	56.86	DFT0001192
11452	CenturyLink Communications LLC	02/23/2024	Bank Draft	0.00	8.50	DFT0001193
292	CHS Primeland	02/23/2024	Bank Draft	0.00	92.92	DFT0001194

CP Check Register

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
204	Pacific Power & Light	02/23/2024	Bank Draft	0.00	13,704.20	DFT0001195
318	WA St. Dept Of Revenue	02/23/2024	Bank Draft	0.00	13,849.45	DFT0001196
14083	Amazon Business Prime	02/27/2024	Bank Draft	0.00	7,560.93	DFT0001216
7404	Banner Bank Credit Cards	02/29/2024	Bank Draft	0.00	18,849.19	DFT0001290
8191	Association Of Washington Cities	02/06/2024	Bank Draft	0.00	200.00	DFT0001483
Total Bank Draft:				0.00	358,052.38	

Bank Code Bank #28 Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	17	16	0.00	30,435.11
Manual Checks	1	1	0.00	8,690.00
Voided Checks	0	3	0.00	-8,690.00
Bank Drafts	95	65	0.00	358,052.38
EFT's	0	0	0.00	0.00
	274	207	0.00	1,053,272.85

CP Check Register

Date Range: 02/01/2024 - 02/29/2024

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: Bank #29 Travel Adv-Bank # 29 Travel Adv						
Payment Type: Regular						
VEN01013	Norma Hernandez	02/20/2024	Regular	0.00	166.00	2035
14757	Reid, Athen A	02/20/2024	Regular	0.00	87.00	2036
12345	Rizzitiello, Michael	02/20/2024	Regular	0.00	166.00	2037
Total Regular:				0.00	419.00	

Bank Code Bank #29 Travel Adv Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	3	3	0.00	419.00
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	3	3	0.00	419.00

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	20	19	0.00	30,854.11
Manual Checks	1	1	0.00	8,690.00
Voided Checks	0	3	0.00	-8,690.00
Bank Drafts	95	65	0.00	358,052.38
EFT's	0	0	0.00	0.00
	277	210	0.00	1,053,691.85

Fund Summary

Fund	Name	Period	Amount
001	Current Expense Fund	2/2024	419.00
997	Pooled Cash Operating	2/2024	1,053,272.85
			1,053,691.85

Authorization Signatures

Check Register

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:  Finance Director: 

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 _____, 2024.

X _____ X _____ X _____
Councilmember Councilmember Councilmember



City of College Place, WA

Payroll Bank Transaction Report

By Payment Number

Date: 2/1/2024 - 2/29/2024

Payroll Set: 01 - Payroll Set 01

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
951	02/05/2024	Regular	13529	Adams, Eric H	0.00	4,550.91	4,550.91
952	02/05/2024	Regular	EMP14850	Anthes, Jonathan M	0.00	4,087.84	4,087.84
953	02/05/2024	Regular	57	Antle, M Wade	0.00	4,933.45	4,933.45
954	02/05/2024	Regular	14494	Barker, Kyle A	0.00	4,196.74	4,196.74
955	02/05/2024	Regular	8573	Barr, Marianne K	0.00	3,810.82	3,810.82
956	02/05/2024	Regular	14649	Bartlett, Logan K	0.00	2,666.52	2,666.52
957	02/05/2024	Regular	11879	Bennett, George R	0.00	5,103.73	5,103.73
958	02/05/2024	Regular	14767	Betancourt, Juan C	0.00	1,893.23	1,893.23
959	02/05/2024	Regular	13939	Bollinger, Tanner R	0.00	58.27	58.27
960	02/05/2024	Regular	11916	Boose, John A	0.00	3,859.31	3,859.31
961	02/05/2024	Regular	14222	Boyle, Monica H	0.00	341.66	341.66
962	02/05/2024	Regular	14483	Broxson, Dalton J	0.00	3,844.95	3,844.95
963	02/05/2024	Regular	14696	Bushkovskiy, Anton P	0.00	4,830.44	4,830.44
964	02/05/2024	Regular	13390	Calkins, Noelle E	0.00	1,321.69	1,321.69
965	02/05/2024	Regular	13662	Carleton, Brian J	0.00	5,508.21	5,508.21
966	02/05/2024	Regular	EMP14859	Carlton, Levi E	0.00	360.53	360.53
967	02/05/2024	Regular	13271	Chamberlain, Randall J	0.00	47.00	47.00
968	02/05/2024	Regular	716	Chamberlain, Randall J	0.00	3,603.04	3,603.04
969	02/05/2024	Regular	13924	Charnley-Ovens, Caitlin	0.00	225.15	225.15
970	02/05/2024	Regular	14606	Clark, Camron J	0.00	4,334.86	4,334.86
971	02/05/2024	Regular	12104	Cleveland, Michael A	0.00	341.66	341.66
972	02/05/2024	Regular	12933	Cole, Tanner C	0.00	6,358.02	6,358.02
973	02/05/2024	Regular	13453	Cota De La Cruz, Laurencio	0.00	2,407.66	2,407.66
974	02/05/2024	Regular	14842	Creek, David T	0.00	3,286.55	3,286.55
975	02/05/2024	Regular	14213	Culwell, Rea L	0.00	5,857.16	5,857.16
976	02/05/2024	Regular	14848	Dennis, Austin R	0.00	3,818.53	3,818.53
977	02/05/2024	Regular	12229	Diaz, Salvador M	0.00	5,557.67	5,557.67
978	02/05/2024	Regular	13858	Dill, Benjamin G	0.00	104.02	104.02
979	02/05/2024	Regular	8544	Doering, Shawn R	0.00	5,481.99	5,481.99
980	02/05/2024	Regular	13992	Downs, Emily A	0.00	4,561.82	4,561.82
981	02/05/2024	Regular	11920	Drury, Charles O	0.00	5,474.20	5,474.20
982	02/05/2024	Regular	14650	Erb, Brittney E	0.00	3,829.34	3,829.34
983	02/05/2024	Regular	14423	Espinoza JR, Tito	0.00	341.66	341.66
984	02/05/2024	Regular	12851	Evensen, Patrick J	0.00	4,782.95	4,782.95
985	02/05/2024	Regular	14695	Felty, John	0.00	488.80	488.80
986	02/05/2024	Regular	11806	Fortin, Brian R	0.00	5,870.26	5,870.26
987	02/05/2024	Regular	14301	Garcia, Armando	0.00	28.50	28.50
988	02/05/2024	Regular	11862	Goodson, Jeffrey R	0.00	4,101.42	4,101.42
989	02/05/2024	Regular	13870	Graham, Jayme L	0.00	218.02	218.02
990	02/05/2024	Regular	14768	Graham, Jayme L	0.00	1,118.83	1,118.83
991	02/05/2024	Regular	12611	Grove, Travis B	0.00	2,402.72	2,402.72
992	02/05/2024	Regular	13236	Guse, Neosha K	0.00	14.25	14.25
993	02/05/2024	Regular	14832	Guse, Wyatt R	0.00	3,106.56	3,106.56
994	02/05/2024	Regular	11934	Hall, Scott W	0.00	4,777.38	4,777.38
995	02/05/2024	Regular	EMP14861	Hammond, Brandon A	0.00	2,020.25	2,020.25
996	02/05/2024	Regular	13237	Hanson, Scott A	0.00	25.63	25.63
997	02/05/2024	Regular	11810	Harris, Tanner M	0.00	4,962.02	4,962.02
998	02/05/2024	Regular	13427	Hernandez, Norma L	0.00	904.63	904.63
999	02/05/2024	Regular	13239	Higginbotham II, Edward L	0.00	35.63	35.63
1000	02/05/2024	Regular	14648	Hoffer, Zackery A	0.00	5,289.32	5,289.32
1001	02/05/2024	Regular	11735	Holden, Michael C	0.00	3,341.04	3,341.04
1002	02/05/2024	Regular	EMP14858	Irwin, Thomas L	0.00	133.11	133.11
1003	02/05/2024	Regular	13240	Jackson, Nattilie E	0.00	1,238.65	1,238.65
1004	02/05/2024	Regular	13241	James, Jason C	0.00	617.06	617.06
1005	02/05/2024	Regular	14460	Jessup, Paul T	0.00	341.66	341.66
1006	02/05/2024	Regular	EMP14863	Kates, Courtney J	0.00	3,398.46	3,398.46
1007	02/05/2024	Regular	13242	Kelly, William P	0.00	57.00	57.00

Payment			Employee		Direct Deposit		
Number	Payment Date	Payment Type	Number	Employee Name	Check Amount	Amount	Total Payment
1008	02/05/2024	Regular	14299	Laizure, Michael A	0.00	239.40	239.40
1009	02/05/2024	Regular	12241	Langlois, Joseph T	0.00	4,333.41	4,333.41
1010	02/05/2024	Regular	13178	LeBaron, Jacob G	0.00	28.51	28.51
1011	02/05/2024	Regular	EMP14854	Lua, Mark	0.00	111.15	111.15
1012	02/05/2024	Regular	14268	McAndrews, Robert A	0.00	4,572.56	4,572.56
1013	02/05/2024	Regular	14731	Mirasol, Michael L	0.00	118.27	118.27
1014	02/05/2024	Regular	EMP14856	Nelson, Aaron M	0.00	488.81	488.81
1015	02/05/2024	Regular	14651	Nilsson, Trenton M	0.00	4,456.71	4,456.71
1016	02/05/2024	Regular	13128	Nordman, Ronald A	0.00	3,533.99	3,533.99
1017	02/05/2024	Regular	14766	Peal, Benjamin O	0.00	1,740.60	1,740.60
1018	02/05/2024	Regular	11756	Peterson, Loren D	0.00	341.66	341.66
1019	02/05/2024	Regular	EMP14853	Pittis, Moses J	0.00	438.92	438.92
1020	02/05/2024	Regular	13697	Price, Joshua W	0.00	503.05	503.05
1021	02/05/2024	Regular	EMP14857	Read, Cooper P	0.00	467.42	467.42
1022	02/05/2024	Regular	14757	Reid, Athen A	0.00	2,063.32	2,063.32
1023	02/05/2024	Regular	EMP14862	Renwick, Aidan T	0.00	114.02	114.02
1024	02/05/2024	Regular	14390	Rhodes, Brandon L	0.00	6,055.72	6,055.72
1025	02/05/2024	Regular	11826	Rickard, Jonathan J	0.00	6,518.99	6,518.99
1026	02/05/2024	Regular	12346	Rizzitiello, Michael J	0.00	5,835.60	5,835.60
1027	02/05/2024	Regular	13966	Scherger, Kristi J	0.00	3,509.00	3,509.00
1028	02/05/2024	Regular	11804	Schermann, Heather M	0.00	341.66	341.66
1029	02/05/2024	Regular	13161	Schild, Andrew D	0.00	5,132.06	5,132.06
1030	02/05/2024	Regular	12467	Schmick, DaShari C	0.00	4,868.13	4,868.13
1031	02/05/2024	Regular	12672	Schmick, Dylan E	0.00	5,708.43	5,708.43
1032	02/05/2024	Regular	14300	Scholl, Richard Ian E	0.00	75.51	75.51
1033	02/05/2024	Regular	EMP14860	Schroetlin, Ian H	0.00	503.06	503.06
1034	02/05/2024	Regular	14057	St Clair, Andrea M	0.00	3,249.14	3,249.14
1035	02/05/2024	Regular	14388	St Clair, Sherri L	0.00	4,634.41	4,634.41
1036	02/05/2024	Regular	14691	Starcher, Johna R	0.00	175.27	175.27
1037	02/05/2024	Regular	14600	Swanson, Raiff R	0.00	18.51	18.51
1038	02/05/2024	Regular	14302	Swopes, Hunter S	0.00	18.50	18.50
1039	02/05/2024	Regular	12466	Tomaras, Troy E	0.00	6,757.77	6,757.77
1040	02/05/2024	Regular	12666	Watkins, Daniel I	0.00	4,897.14	4,897.14
1041	02/05/2024	Regular	14781	West, Robert R	0.00	538.68	538.68
1042	02/05/2024	Regular	EMP14864	Wexler, Benjamin A	0.00	82.64	82.64
1043	02/05/2024	Regular	14673	Widner, Naddile A	0.00	3,480.96	3,480.96
1044	02/05/2024	Regular	12193	Williams, Melodie A	0.00	336.66	336.66
1045	02/05/2024	Regular	13517	Williams, Troy J	0.00	3,561.54	3,561.54
1046	02/05/2024	Regular	11790	Winter, David W	0.00	8,107.57	8,107.57
1047	02/05/2024	Regular	11760	Wolpert, Kevin E	0.00	3,247.98	3,247.98
1048	02/15/2024	Regular	13529	Adams, Eric H	0.00	1,521.62	1,521.62
1049	02/15/2024	Regular	14494	Barker, Kyle A	0.00	1,847.00	1,847.00
1050	02/15/2024	Regular	14649	Bartlett, Logan K	0.00	1,742.67	1,742.67
1051	02/15/2024	Regular	14767	Betancourt, Juan C	0.00	1,477.60	1,477.60
1052	02/15/2024	Regular	11916	Boose, John A	0.00	1,619.04	1,619.04
1053	02/15/2024	Regular	13662	Carleton, Brian J	0.00	2,606.33	2,606.33
1054	02/15/2024	Regular	13453	Cota De La Cruz, Laurencio	0.00	1,338.09	1,338.09
1055	02/15/2024	Regular	14213	Culwell, Rea L	0.00	2,672.17	2,672.17
1056	02/15/2024	Regular	12229	Diaz, Salvador M	0.00	1,662.30	1,662.30
1057	02/15/2024	Regular	14650	Erb, Brittney E	0.00	591.30	591.30
1058	02/15/2024	Regular	12851	Evensen, Patrick J	0.00	1,962.70	1,962.70
1059	02/15/2024	Regular	11862	Goodson, Jeffrey R	0.00	230.87	230.87
1060	02/15/2024	Regular	12611	Grove, Travis B	0.00	1,350.49	1,350.49
1061	02/15/2024	Regular	EMP14861	Hammond, Brandon A	0.00	1,480.44	1,480.44
1062	02/15/2024	Regular	11735	Holden, Michael C	0.00	1,120.46	1,120.46
1063	02/15/2024	Regular	12241	Langlois, Joseph T	0.00	1,477.60	1,477.60
1064	02/15/2024	Regular	14268	McAndrews, Robert A	0.00	3,486.35	3,486.35
1065	02/15/2024	Regular	14651	Nilsson, Trenton M	0.00	886.95	886.95
1066	02/15/2024	Regular	14766	Peal, Benjamin O	0.00	1,241.75	1,241.75
1067	02/15/2024	Regular	14757	Reid, Athen A	0.00	1,439.27	1,439.27
1068	02/15/2024	Regular	12346	Rizzitiello, Michael J	0.00	3,325.03	3,325.03
1069	02/15/2024	Regular	12672	Schmick, Dylan E	0.00	1,156.38	1,156.38
1070	02/15/2024	Regular	12666	Watkins, Daniel I	0.00	1,593.04	1,593.04

Payment Number	Payment Date	Payment Type	Employee Number	Employee Name	Check Amount	Direct Deposit Amount	Total Payment
1071	02/15/2024	Regular	13517	Williams, Troy J	0.00	1,773.90	1,773.90
Total:					0.00	297,082.86	297,082.86



City of College Place, WA

Treasurers Report Summary

Date Range: 02/01/2024 - 02/29/2024

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Calculated Ending Balance	Actual Ending Balance	Calculated - Actual Ending
001 - Current Expense Fund	1,784,748.38	405,598.16	635,416.83	0.00	0.00	1,554,929.71	1,516,277.07	38,652.64
005 - Current Expense Reserve Fund	486,766.34	-775.21	3.71	0.00	0.00	485,987.42	485,987.42	0.00
012 - Technology Reserve Fund	181,838.49	99,348.49	69,622.20	0.00	0.00	211,564.78	212,226.58	-661.80
061 - Employee Benefit Reserve Fund	340,655.10	-656.47	1,098.28	0.00	0.00	338,900.35	338,740.35	160.00
100 - Street Fund	127,692.82	13,591.49	39,615.35	0.00	0.00	101,668.96	101,430.37	238.59
120 - Criminal Justice Fund	49,971.01	-43.57	19,385.12	0.00	0.00	30,542.32	30,542.32	0.00
121 - Forfeited Proceeds Fund	2,084.94	-3.33	0.02	0.00	0.00	2,081.59	2,081.59	0.00
130 - Hotel/Motel Tax	94,845.18	1,715.52	1,530.55	0.00	0.00	95,030.15	96,560.15	-1,530.00
201 - ULTGO Bond Fund	17,334.95	0.04	350.00	0.00	0.00	16,984.99	16,984.99	0.00
202 - LTGO Bond Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
235 - Commercial Drive Bond Debt Service Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
240 - Local Improvement District Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
301 - Street Capital Contribution Fund	2,121.36	0.14	0.00	0.00	0.00	2,121.50	2,121.50	0.00
305 - Capital Improvement Fund (REET)	615,633.64	27,675.81	4.37	0.00	0.00	643,305.08	643,305.08	0.00
306 - Capital Improvement Fund (REET 2)	1,238,682.45	-2,055.54	100,781.35	0.00	0.00	1,135,845.56	1,135,845.56	0.00
309 - CDBG Projects Fund	2,000.03	-0.04	0.00	0.00	0.00	1,999.99	1,999.99	0.00
311 - Street Improvement Fund	33,401.82	29,885.97	1,897.21	0.00	0.00	61,390.58	38,195.36	23,195.22
315 - Facility Maintenance Reserve Fund (CE)	852,427.15	-1,401.05	7,774.87	0.00	0.00	843,251.23	843,251.23	0.00
320 - Equipment Reserve Fund	246,079.81	99,270.45	104,671.74	0.00	0.00	240,678.52	240,678.52	0.00
330 - Economic Development Fund	153,414.25	15.92	30,000.00	0.00	0.00	123,430.17	123,430.17	0.00
340 - Economic Development Reserve Fund	73.53	0.00	0.00	0.00	0.00	73.53	73.53	0.00
350 - Tax Benefit District Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
360 - Tax Increment Financing Construction Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
400 - Water Fund	172,271.89	136,126.77	105,720.14	0.00	0.00	202,678.52	206,053.65	-3,375.13
401 - Wastewater Fund	2,252,580.42	262,754.83	146,681.86	0.00	0.00	2,368,653.39	2,368,653.39	0.00
402 - Stormwater Fund	622,380.44	51,216.34	41,055.23	0.00	0.00	632,541.55	632,541.55	0.00
403 - Stormwater Capital Reserve Fund	283,816.02	-375.83	7,850.98	0.00	0.00	275,589.21	275,589.21	0.00
410 - Water Capital Reserve Fund	1,446,443.15	3,274.88	23,056.64	0.00	0.00	1,426,661.39	1,426,661.39	0.00
411 - Wastewater Capital Reserve Fund	2,562,293.89	100,070.04	63,724.14	0.00	0.00	2,598,639.79	2,598,639.79	0.00
412 - Wastewater Debt Service Fund	1,285,858.32	51,637.89	3.26	0.00	0.00	1,337,492.95	1,337,492.95	0.00
413 - Water Capital Improvement Reserve Fund	1,098,411.90	88,804.25	4.42	0.00	0.00	1,187,211.73	1,187,211.73	0.00
425 - Water Revenue Bond Fund	381,703.58	1,038.33	1.15	0.00	0.00	382,740.76	382,740.76	0.00
426 - Water Bond Reserve Fund	152,007.61	429.22	0.48	0.00	0.00	152,436.35	152,436.35	0.00
431 - Water System Construction Fund	958,002.96	-1,931.97	9.25	0.00	0.00	956,061.74	956,061.74	0.00
440 - Ambulance	669,121.40	90,877.71	92,350.11	0.00	0.00	667,649.00	667,649.00	0.00
500 - Equipment Rental & Replacement	102,436.91	4,934.64	44,719.26	0.00	0.00	62,652.29	62,162.25	490.04
625 - Flexible Benefits Plan Fund	7,282.67	3,558.16	1,607.37	0.00	0.00	9,233.46	9,233.46	0.00

Treasurers Report

Fund	Beginning Cash Balance	Revenues	Expenses	Net Change Assets	Net Change Liabilities	Date Range: 02/01/2024 - 02/29/2024			
						Calculated Ending Balance	Actual Ending Balance	Calculated - Actual	Ending
997 - Pooled Cash Operating	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
998 - Investment Pool LGIP	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
999 - Investment Pool Safekeeping	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Report Total:	18,224,382.41	1,464,582.04	1,538,935.89	0.00	0.00	18,150,028.56	18,092,859.00	57,169.56	



City of College Place, WA

Monthly Bank Statement Balances

Period Ending Date 2/29/2024

Bank Account Number	Bank Account Name	Beginning Balance	Ending Balance	Statement Balance	Is Closed
04	4 LGIP # 00410	2,532,734	2,543,627	2,543,627	Yes
12	12 Banner #2526 Gen Acct	260,067	260,067	260,067	Yes
24	24 US Bank #0609 Safekeeping Inv	6,272,619	6,248,158	6,248,158	Yes
25	25 US Bank #12494 MIA	200,730	202,086	202,086	Yes
26	26 CB # 2204 CDBG Project	1,018	1,018	1,018	Yes
27	27 CB # 2255 Farm Market	5,631	5,631	5,631	Yes
28	28 CB # 2158 Public Funds Checking	2,852,916	2,765,094	2,765,094	Yes
29	29 CB # 2263 Travel Adv	4,502	4,755	4,755	Yes
30	30 CB # 2166 Flex Spend	9,464	11,314	11,314	Yes
31	31 CB # 2220 Public Funds Acct	3,013,991	3,013,383	3,013,383	Yes
32	32 CB # 2174 Dev Escrow Acct	69,309	69,310	69,310	Yes
33	33 CB # 2298 Pub Funds Inc	501,172	501,176	501,176	Yes
34	34 CB # 2182 Capital Mitigation Acct	17,081	17,081	17,081	Yes
35	35 CB # 2271 Projects	2,003,210	2,003,226	2,003,226	Yes
		17,744,443	17,645,925	17,645,925	

Difference between Treasurers Report Calculated Ending Balance and Bank Statement Ending Balance (504,103)

Difference between Treasurers Report Actual Ending Balance and Bank Statement Ending Balance 446,934

Tie out to Treasurers Report Calculated Actual Ending Difference (57,170)



City of College Place, WA

Detail Report

Account Summary

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 001 - Current Expense Fund				
001-111-15	Claim On Cash	-1,286.09	-264,192.82	-265,478.91
001-111-27	CB #2255 Farm Market	5,630.83	0.04	5,630.87
001-111-29	CB #2263 Travel Adv	4,501.73	-165.96	4,335.77
001-111-32	CB #2174 Dev Escrow Acct	69,309.39	0.55	69,309.94
001-111-33	CB #2298 Pub Funds Inc	501,171.63	3.98	501,175.61
Total Fund: 001 - Current Expense Fund:		579,327.49	-264,354.21	314,973.28
Fund: 005 - Current Expense Reserve Fund				
005-111-15	Claim On Cash	271,155.41	0.64	271,156.05
Total Fund: 005 - Current Expense Reserve Fund:		271,155.41	0.64	271,156.05
Fund: 012 - Technology Reserve Fund				
012-111-15	Claim On Cash	783.67	31,042.72	31,826.39
Total Fund: 012 - Technology Reserve Fund:		783.67	31,042.72	31,826.39
Fund: 061 - Employee Benefit Reserve Fund				
061-111-15	Claim On Cash	158,115.64	-1,254.77	156,860.87
Total Fund: 061 - Employee Benefit Reserve Fund:		158,115.64	-1,254.77	156,860.87
Fund: 100 - Street Fund				
100-111-15	Claim On Cash	28,540.32	-25,903.95	2,636.37
Total Fund: 100 - Street Fund:		28,540.32	-25,903.95	2,636.37
Fund: 120 - Criminal Justice Fund				
120-111-15	Claim On Cash	37,838.68	-19,384.82	18,453.86
Total Fund: 120 - Criminal Justice Fund:		37,838.68	-19,384.82	18,453.86
Fund: 121 - Forfeited Proceeds Fund				
121-111-15	Claim On Cash	1,159.53	0.00	1,159.53
Total Fund: 121 - Forfeited Proceeds Fund:		1,159.53	0.00	1,159.53
Fund: 130 - Hotel/Motel Tax				
130-111-15	Claim On Cash	62,737.13	1,831.05	64,568.18
Total Fund: 130 - Hotel/Motel Tax:		62,737.13	1,831.05	64,568.18
Fund: 201 - ULTGO Bond Fund				
201-111-15	Claim On Cash	17,334.95	-349.96	16,984.99
Total Fund: 201 - ULTGO Bond Fund:		17,334.95	-349.96	16,984.99
Fund: 301 - Street Capital Contribution Fund				
301-111-34	Cash	17,080.83	0.14	17,080.97
Total Fund: 301 - Street Capital Contribution Fund:		17,080.83	0.14	17,080.97

Detail Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 305 - Capital Improvement Fund (REET)	Claim On Cash			
305-111-15		361,888.09	28,588.89	390,476.98
Total Fund: 305 - Capital Improvement Fund (REET):		361,888.09	28,588.89	390,476.98
Fund: 306 - Capital Improvement Fund (REET 2)	Claim On Cash			
306-111-15		667,005.35	-100,769.94	566,235.41
Total Fund: 306 - Capital Improvement Fund (REET 2):		667,005.35	-100,769.94	566,235.41
Fund: 309 - CDBG Projects Fund	Cash			
309-111-26		1,017.64	0.01	1,017.65
Total Fund: 309 - CDBG Projects Fund:		1,017.64	0.01	1,017.65
Fund: 311 - Street Improvement Fund	Claim On Cash			
311-111-15		1,712.57	4,908.12	6,620.69
Total Fund: 311 - Street Improvement Fund:		1,712.57	4,908.12	6,620.69
Fund: 315 - Facility Maintenance Reserve Fund (CE)	Claim On Cash			
315-111-15		462,921.13	-7,767.62	455,153.51
Total Fund: 315 - Facility Maintenance Reserve Fund (CE):		462,921.13	-7,767.62	455,153.51
Fund: 320 - Equipment Reserve Fund	Claim On Cash			
320-111-15		43,306.82	-4,668.15	38,638.67
Total Fund: 320 - Equipment Reserve Fund:		43,306.82	-4,668.15	38,638.67
Fund: 330 - Economic Development Fund	Claim On Cash			
330-111-15		-1,849,795.65	-30,000.00	-1,879,795.65
330-111-35	Cash	2,003,209.90	15.92	2,003,225.82
Total Fund: 330 - Economic Development Fund:		153,414.25	-29,984.08	123,430.17
Fund: 340 - Economic Development Reserve Fund	Claim On Cash			
340-111-15		73.53	0.00	73.53
Total Fund: 340 - Economic Development Reserve Fund:		73.53	0.00	73.53
Fund: 400 - Water Fund	Claim On Cash			
400-111-15		57,552.62	34,269.34	91,821.96
Total Fund: 400 - Water Fund:		57,552.62	34,269.34	91,821.96
Fund: 401 - Wastewater Fund	Claim On Cash			
401-111-15		1,731,230.84	118,058.12	1,849,288.96
Total Fund: 401 - Wastewater Fund:		1,731,230.84	118,058.12	1,849,288.96
Fund: 402 - Stormwater Fund	Claim On Cash			
402-111-15		149,130.93	11,911.72	161,042.65
Total Fund: 402 - Stormwater Fund:		149,130.93	11,911.72	161,042.65
Fund: 403 - Stormwater Capital Reserve Fund	Claim On Cash			
403-111-15		179,255.60	-7,848.76	171,406.84
Total Fund: 403 - Stormwater Capital Reserve Fund:		179,255.60	-7,848.76	171,406.84
Fund: 410 - Water Capital Reserve Fund	Claim On Cash			
410-111-15		862,552.63	-22,292.99	840,259.64

Detail Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Beginning Balance	Total Activity	Ending Balance
Fund: 411 - Wastewater Capital Reserve Fund				
411-111-15	Claim On Cash	862,552.63	-22,292.99	840,259.64
Total Fund: 410 - Water Capital Reserve Fund:				
Fund: 412 - Wastewater Debt Service Fund				
412-111-15	Claim On Cash	1,358,256.62	40,699.22	1,398,955.84
Total Fund: 411 - Wastewater Capital Reserve Fund:				
Fund: 413 - Water Capital Improvement Reserve Fund				
413-111-15	Claim On Cash	602,895.85	48,697.30	651,593.15
Total Fund: 412 - Wastewater Debt Service Fund:				
Fund: 425 - Water Revenue Bond Fund				
425-111-15	Claim On Cash	173,269.82	84,820.92	258,090.74
Total Fund: 413 - Water Capital Improvement Reserve Fund:				
Fund: 426 - Water Bond Reserve Fund				
426-111-15	Claim On Cash	140,624.09	0.33	140,624.42
Total Fund: 425 - Water Revenue Bond Fund:				
Fund: 431 - Water System Construction Fund				
431-111-15	Claim On Cash	52,347.82	0.12	52,347.94
Total Fund: 426 - Water Bond Reserve Fund:				
Fund: 440 - Ambulance				
440-111-15	Claim On Cash	420,828.98	0.99	420,829.97
Total Fund: 431 - Water System Construction Fund:				
Fund: 500 - Equipment Rental & Replacement				
500-111-15	Claim On Cash	669,276.62	-1,456.43	667,820.19
Total Fund: 440 - Ambulance:				
Fund: 625 - Flexible Benefits Plan Fund				
625-111-15	Claim On Cash	42,158.59	-40,056.72	2,101.87
625-111-30	Cash	-2,180.86	100.00	-2,080.86
Total Fund: 500 - Equipment Rental & Replacement:				
Total Fund: 625 - Flexible Benefits Plan Fund:				
Grand Totals:				
		9,312,076.71	-119,311.98	9,192,764.73

Detail Report

Date Range: 02/01/2024 - 02/29/2024

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
001 - Current Expense Fund	579,327.49	-264,354.21	314,973.28
005 - Current Expense Reserve Fund	271,155.41	0.64	271,156.05
012 - Technology Reserve Fund	783.67	31,042.72	31,826.39
061 - Employee Benefit Reserve Fund	158,115.64	-1,254.77	156,860.87
100 - Street Fund	28,540.32	-25,903.95	2,636.37
120 - Criminal Justice Fund	37,838.68	-19,384.82	18,453.86
121 - Forfeited Proceeds Fund	1,159.53	0.00	1,159.53
130 - Hotel/Motel Tax	62,737.13	1,831.05	64,568.18
201 - ULTGO Bond Fund	17,334.95	-349.96	16,984.99
301 - Street Capital Contribution Fund	17,080.83	0.14	17,080.97
305 - Capital Improvement Fund (REET)	361,888.09	28,588.89	390,476.98
306 - Capital Improvement Fund (REET 2)	667,005.35	-100,769.94	566,235.41
309 - CDBG Projects Fund	1,017.64	0.01	1,017.65
311 - Street Improvement Fund	1,712.57	4,908.12	6,620.69
315 - Facility Maintenance Reserve Fund (	462,921.13	-7,767.62	455,153.51
320 - Equipment Reserve Fund	43,306.82	-4,668.15	38,638.67
330 - Economic Development Fund	153,414.25	-29,984.08	123,430.17
340 - Economic Development Reserve Fur	73.53	0.00	73.53
400 - Water Fund	57,552.62	34,269.34	91,821.96
401 - Wastewater Fund	1,731,230.84	118,058.12	1,849,288.96
402 - Stormwater Fund	149,130.93	11,911.72	161,042.65
403 - Stormwater Capital Reserve Fund	179,255.60	-7,848.76	171,406.84
410 - Water Capital Reserve Fund	862,552.63	-22,292.99	840,259.64
411 - Wastewater Capital Reserve Fund	1,358,256.62	40,699.22	1,398,955.84
412 - Wastewater Debt Service Fund	602,895.85	48,697.30	651,593.15
413 - Water Capital Improvement Reserv	173,269.82	84,820.92	258,090.74
425 - Water Revenue Bond Fund	140,624.09	0.33	140,624.42
426 - Water Bond Reserve Fund	52,347.82	0.12	52,347.94
431 - Water System Construction Fund	420,828.98	0.99	420,829.97
440 - Ambulance	669,276.62	-1,456.43	667,820.19
500 - Equipment Rental & Replacement	42,158.59	-40,056.72	2,101.87
625 - Flexible Benefits Plan Fund	7,282.67	1,950.79	9,233.46
Grand Total:	9,312,076.71	-119,311.98	9,192,764.73

CASH FLOW REPORT

City of College Place
YTD 2024

REVENUES

Fund #	Fund Name	January*	February	March	April	May	June	July	August	September	October	November	December	YTD
001	Current Expense Fund	\$383,070	\$405,598											\$788,668
5	Current Expense Fund Reserve	611	(775)											(165)
12	Technology Reserve Fund	64,170	99,348											163,518
61	Employee Benefit Reserve Fund	409	(656)											(247)
100	Street Fund	13,540	13,591											27,131
120	Criminal Justice Fund	4,190	(44)											4,147
121	Forfeited Proceeds Fund	3	(3)											(1)
130	Hotel/Motel Tax	2,517	1,716											4,232
201	ULTGO Bond Fund	27	0											27
235	Commercial Drive Bond Debt Service Fund	-	-											0
240	Local Improvement District Fund	-	0											46,253
301	Street Capital Contribution Fund	0	27,676											(520)
305	Capital Improvement Fund (REET)	18,578	(2,056)											(0)
306	Capital Improvement Fund (REET 2)	1,536	(0)											29,917
309	CDBG Projects Fund	0	29,886											(690)
311	Street Improvement Fund	31	(1,401)											99,521
315	Facility Maintenance Reserve Fund (CE)	711	99,270											33
320	Equipment Reserve Fund	251	16											0
330	Economic Development Fund	17	-											254,255
340	Economic Development Reserve Fund	0	-											498,988
400	Water Fund	118,128	136,127											107,739
401	Wastewater Fund	236,233	262,755											(7)
402	Stormwater Fund	56,523	51,216											7,318
403	Stormwater Capital Reserve Fund	369	(376)											103,397
410	Water Capital Reserve Fund	4,043	3,275											104,303
411	Wastewater Capital Reserve Fund	3,327	100,070											178,721
412	Wastewater Debt Service Fund	52,665	51,638											2,360
413	Water Capital Improvement Reserve Fund	89,917	88,804											967
425	Water & Sewer Revenue Bond Fund	1,321	1,038											(800)
426	2007 Water/Sewer Bond Reserve Fund	537	429											162,297
431	Water System Construction Fund	1,132	(1,932)											5,362
440	Ambulance Fund	71,419	90,878											3,558
500	Equipment Rental & Replacement	427	4,935											-
625	Flexible Benefits Plan Fund	0	3,558											\$ 2,590,282
		\$ 1,125,700	\$ 1,461,024	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	

*Does not include beginning balances totaling \$ 20,105,269

CASH FLOW REPORT

City of College Place
YTD 2024

EXPENDITURES

Fund #	Fund Name	January	February	March	April	May	June	July	August	September	October	November	December	YTD
001	Current Expense Fund	\$ 792,761	\$ 635,417											\$ 1,428,178
5	Current Expense Reserve Fund	2	4											6
12	Technology Reserve Fund	66,536	69,622											136,158
61	Employee Benefit Reserve Fund	1,017	1,098											2,115
100	Street Fund	70,348	39,615											109,963
120	Criminal Justice Fund	1,189	19,385											20,574
121	Forfeited Proceeds Fund	0	0											0
130	Hotel/Motel Tax	0	1,531											1,531
201	ULTGO Bond Fund	27	350											377
235	Commercial Drive Bond Debt Service Fund	-	-											-
240	Local Improvement District Fund	-	-											-
301	Street Capital Contribution Fund	-	-											-
305	Capital Improvement Fund (REET)	3	4											7
306	Capital Improvement Fund (REET 2)	6	100,781											100,787
309	CDBG Projects Fund	-	-											-
311	Street Improvement Fund	23,196	1,897											25,093
315	Facility Maintenance Reserve Fund (OE)	4	7,775											7,779
320	Equipment Reserve Fund	7,177	104,672											111,849
330	Economic Development Fund	-	30,000											30,000
340	Economic Development Reserve Fund	-	-											-
400	Water Fund	167,444	105,720											273,164
401	Wastewater Fund	264,220	146,682											410,902
402	Stormwater Fund	67,131	41,055											108,186
403	Stormwater Capital Reserve Fund	1	7,851											7,852
410	Water Capital Reserve Fund	3	23,057											23,060
411	Wastewater Capital Reserve Fund	77,873	63,724											141,597
412	Wastewater Debt Service Fund	88,521	3											88,525
413	Water Capital Improvement Reserve Fund	5	4											9
425	Water & Sewer Revenue Bond Fund	1	1											2
426	2007 Water/Sewer Bond Reserve Fund	1	0											1
431	Water System Construction Fund	6	9											15
440	Ambulance Fund	69,208	92,350											161,558
500	Equipment Rental & Replacement	112,025	44,719,26											156,744
625	Flexible Benefits Plan Fund	3,011,81	1,607											4,619
		\$ 1,811,716	\$ 1,538,936	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,350,652
		\$ (686,016)	\$ (77,912)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (760,370)

GAIN/(LOSS)

[illegible]



City of College Place, WA

Detail vs Budget Report

Account Summary

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - Current Expense Fund							
<u>001-311-10-00-00</u>	Real & Personal Prop Tax	-2,126,555.46	-4,342.91	-4,825.20	-9,168.11	-2,117,387.35	-99.57%
<u>001-313-11-00-00</u>	Retail Sales & Use Tax	-2,103,000.00	-169,847.91	-178,390.92	-348,238.83	-1,754,761.17	-83.44%
<u>001-313-15-00-00</u>	Criminal Justice Tax 3/10th Of 1% C.J.	-420,000.00	-31,947.70	-41,413.42	-73,361.12	-346,638.88	-82.53%
<u>001-313-61-00-00</u>	Natural Gas Use Tax	-25,000.00	-2,648.05	-2,684.98	-5,333.03	-19,666.97	-78.67%
<u>001-313-71-00-00</u>	Criminal Justice Tax	-240,000.00	-18,440.23	-23,882.66	-42,322.89	-197,677.11	-82.37%
<u>001-316-41-00-00</u>	Utility Tax - Priv Utils Electric	-440,000.00	-40,427.49	-18,994.36	-59,421.85	-380,578.15	-86.50%
<u>001-316-43-00-00</u>	Utility Tax - Priv Utils Gas	-145,000.00	-8,496.29	-5,416.65	-13,912.94	-131,087.06	-90.40%
<u>001-316-45-00-00</u>	Utility Tax - Priv Utils Garbage/Solid Waste	-150,000.00	-10,745.20	-12,473.66	-23,218.86	-126,781.14	-84.52%
<u>001-316-46-00-00</u>	Utility Tax - Priv Utils Cable	-85,000.00	-7,474.09	-58,354.99	-65,829.08	-19,170.92	-22.55%
<u>001-316-47-00-00</u>	Utility Tax - Priv Utils Telephone	-92,000.00	-20,468.86	0.00	-20,468.86	-71,531.14	-77.75%
<u>001-316-48-00-00</u>	Utility Tax - Priv Utils Water	-340,000.00	0.00	0.00	0.00	-340,000.00	-100.00%
<u>001-316-49-00-00</u>	Utility Tax - Priv Utils Wastewater	-372,000.00	0.00	0.00	0.00	-372,000.00	-100.00%
<u>001-321-10-00-00</u>	Alcoholic Beverage Permits	0.00	121.73	0.00	121.73	-121.73	0.00%
<u>001-321-91-00-00</u>	Franchise Fees	-75,000.00	0.00	0.00	0.00	-75,000.00	-100.00%
<u>001-321-99-00-02</u>	Other Business Licenses And Permits	-17,000.00	-1,649.99	-1,713.76	-3,363.75	-13,636.25	-80.21%
<u>001-322-10-00-00</u>	Building/Structures/Equip.	-400,000.00	-2,031.10	-20,593.75	-22,624.85	-377,375.15	-94.34%
<u>001-322-10-00-01</u>	Building Dept Plan Check / Review Fees	-250,000.00	-229.65	-8,037.14	-8,266.79	-241,733.21	-96.69%
<u>001-322-30-00-00</u>	Animal Licenses	-3,000.00	-870.00	-480.00	-1,350.00	-1,650.00	-55.00%
<u>001-322-90-00-00</u>	Other Non-bus Lic/Permits	-4,000.00	-869.50	-532.75	-1,402.25	-2,597.75	-64.94%
<u>001-322-90-00-01</u>	Concealed Pistol License State Portion	-1,200.00	372.00	183.00	555.00	-1,755.00	-146.25%
<u>001-333-20-60-01</u>	DUI Emphasis Patrols Grant Program	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
<u>001-333-20-60-03</u>	Distracted Driving Emphasis Patrol Grant Program	-500.00	0.00	0.00	0.00	-500.00	-100.00%
<u>001-334-01-30-00</u>	WSP Fire Marshall Safety Program	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
<u>001-334-02-70-00</u>	Rec'n And Conservation Office Grant - Kiwanis Par	-25,000.00	0.00	0.00	0.00	-25,000.00	-100.00%
<u>001-334-03-10-05</u>	Dept Of Ecology - Solid Waste Enforcement Grant	-800.00	0.00	0.00	0.00	-800.00	-100.00%
<u>001-334-04-20-30</u>	St Grant Dept Of Commerce - Drug Task Force Gra	-60,000.00	-5,000.00	-5,000.00	-10,000.00	-50,000.00	-83.33%
<u>001-334-06-90-00</u>	State Grant-Other	-332,689.66	0.00	0.00	0.00	-332,689.66	-100.00%
<u>001-336-00-98-00</u>	Local Government Assistance Program	-180,394.00	0.00	0.00	0.00	-180,394.00	-100.00%
<u>001-336-06-51-00</u>	DUI & Other Criminal Justice Assistance	-1,600.00	-325.91	0.00	-325.91	-1,274.09	-79.63%
<u>001-336-06-94-00</u>	Liquor Excise Tax	-71,505.00	-16,654.22	0.00	-16,654.22	-54,850.78	-76.71%
<u>001-336-06-95-00</u>	Liquor Control Brd Profit	-74,670.00	0.00	0.00	0.00	-74,670.00	-100.00%
<u>001-342-10-00-00</u>	Law Enforcement Services	-3,000.00	-621.93	-623.01	-1,244.94	-1,755.06	-58.50%
<u>001-342-10-00-01</u>	Law Enforcement Services - Non LEOFF	-2,000.00	0.00	0.00	0.00	-2,000.00	-100.00%
<u>001-342-10-00-02</u>	Law Enforcement Services - DUI Restitution	-2,000.00	0.00	-184.58	-184.58	-1,815.42	-90.77%
<u>001-342-21-00-02</u>	Fireworks Permits For Sales	-200.00	0.00	0.00	0.00	-200.00	-100.00%
<u>001-342-21-51-00</u>	Intergov Fire Serv /MOB Reimbursement - Person	-50,000.00	-16,535.15	0.00	-16,535.15	-33,464.85	-66.93%
<u>001-342-21-51-01</u>	Intergov Fire Serv /MOB Reimbursement - Equipm	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-342-40-00-01	Building Inspection Fees - Bldg Dept	-2,000.00	-198.00	0.00	-198.00	-1,802.00	-90.10%
001-343-50-01-99	Sewer Inspection Fee	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
001-345-81-00-08	Preliminary Plat / PUD - P&D	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
001-345-81-00-09	Plats, Final P&D	-700.00	0.00	0.00	0.00	-700.00	-100.00%
001-345-81-00-10	Plats, Short P&D	-800.00	-1,200.00	-400.00	-1,600.00	800.00	100.00%
001-345-81-00-12	Site Plan Application P&D	-3,500.00	0.00	0.00	0.00	-3,500.00	-100.00%
001-345-81-00-13	Site Plan Review; SF / MF (Up To 4 Units) P&D	-2,000.00	0.00	-182.00	-182.00	-1,818.00	-90.90%
001-345-83-00-00	Plan Checking Fees - Building Dept - Pass Through	-2,500.00	0.00	0.00	0.00	-2,500.00	-100.00%
001-345-83-00-04	Non-Plat - Engineering Review Fees	-500.00	0.00	0.00	0.00	-500.00	-100.00%
001-345-83-00-05	Plan Checking Fees - Engineering - Pass Through	-5,000.00	0.00	0.00	0.00	-5,000.00	-100.00%
001-345-83-00-06	Plan Review - Fire Department	-500.00	0.00	0.00	0.00	-500.00	-100.00%
001-345-86-00-00	Critical Areas Permit P&D	-400.00	0.00	0.00	0.00	-400.00	-100.00%
001-345-86-00-01	SEPA Related Mitigation Fees (Checklist) P&D	-1,000.00	0.00	0.00	0.00	-1,000.00	-100.00%
001-345-89-01-20	Planning & Development Costs - Pass Thru Charge	-20,000.00	0.00	-1,200.00	-1,200.00	-18,800.00	-94.00%
001-345-89-01-25	Planning & Development Pass Thru Cost Admin. F	-3,500.00	0.00	0.00	0.00	-3,500.00	-100.00%
001-345-89-01-27	State Building Code Fee	-1,300.00	-39.00	-70.50	-109.50	-1,190.50	-91.58%
001-347-90-00-00	Farmer's Market Vendor Fees	-4,500.00	0.00	0.00	0.00	-4,500.00	-100.00%
001-347-90-00-01	Vendor Fees - Other Community Events	-200.00	0.00	-4.70	-4.70	-195.30	-97.65%
001-347-90-00-02	Farmer's Market Pass-through Sales - SNAP/EBT	-500.00	0.00	0.00	0.00	-500.00	-100.00%
001-347-90-00-03	Fireworks Bonds	-100.00	0.00	0.00	0.00	-100.00	-100.00%
001-353-10-05-00	Traffic Infraction Penalties	-30,000.00	-2,519.95	-2,695.98	-5,215.93	-24,784.07	-82.61%
001-361-10-00-00	Unrealized Gain/Loss	0.00	5,798.09	4,600.60	10,398.69	-10,398.69	0.00%
001-361-11-00-00	Investment Interest	-20,000.00	-8,791.73	-13,661.43	-22,453.16	2,453.16	12.27%
001-361-30-00-00	Realized Gain/Loss On Investments	0.00	2,129.73	0.00	2,129.73	-2,129.73	0.00%
001-361-40-00-00	Sales Interest	-2,500.00	-716.17	-760.68	-1,476.85	-1,023.15	-40.93%
001-361-40-00-43	Interest - Contract Bond Non-Rev	0.00	-0.59	-0.55	-1.14	1.14	0.00%
001-361-41-00-00	Investment Interest - Purchased	-10,000.00	-807.81	0.00	-807.81	-9,192.19	-91.92%
001-362-00-00-02	Lease Payment (Annual) WWU Community Garde	-1.00	0.00	0.00	0.00	-1.00	-100.00%
001-362-00-50-01	Water Tower Space Rental	-90,000.00	-13,970.43	-3,549.66	-17,520.09	-72,479.91	-80.53%
001-367-11-00-02	Contributions/Gifts - Fire Dept	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
001-367-11-00-03	Contributions/Gifts - Police Dept	-20,000.00	-1,000.00	0.00	-1,000.00	-19,000.00	-95.00%
001-367-11-00-04	Contr/Donations - Private	-100,000.00	-215.00	0.00	-215.00	-99,785.00	-99.79%
001-369-81-01-00	Bank's Over / Short	0.00	1,843.20	-2,239.30	-396.10	396.10	0.00%
001-369-91-00-00	Other Misc Revenue	-2,000.00	-4,000.00	-381.00	-4,381.00	2,381.00	119.05%
001-369-91-00-02	Misc - Police Fees	-1,000.00	-100.00	-602.49	-702.49	-297.51	-29.75%
001-369-91-00-10	Reimbursements/Refunds	-20,000.00	0.00	-1,001.64	-1,001.64	-18,998.36	-94.99%
001-382-10-00-02	Developer Bond / Deposit For Project	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
001-389-10-00-03	Building Permit Deposit`	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
001-389-90-00-00	Other Non-Revenues	0.00	-150.00	-30.00	-180.00	180.00	0.00%
001-389-90-00-04	Deposits To Travel Advance Account	-3,000.00	0.00	0.00	0.00	-3,000.00	-100.00%
001-397-00-00-00	Interfund Transfer To CE	-75,000.00	0.00	0.00	0.00	-75,000.00	-100.00%
001-511-30-44-01	Advertising / Publication	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-511-60-10-00	Wages & Overtime	8,820.00	735.00	735.00	1,470.00	7,350.00	83.33%
001-511-60-20-00	Personnel Benefits	821.37	101.22	59.22	160.44	660.93	80.47%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-511-60-31-00	Operating Supplies - Legislative	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-31-01	Office Supplies - Legislative	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-41-00	Professional Services	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-00	Travel - Council Pos. 1	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-01	Travel - Council Pos. 2	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-02	Travel - Council Pos. 3	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-03	Travel - Council Pos. 4	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-04	Travel - Council Pos. 5	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-43-05	Travel - Council Pos. 6	300.00	0.00	0.00	0.00	300.00	100.00%
001-511-60-43-06	Travel - Council Pos. 7	100.00	0.00	0.00	0.00	100.00	100.00%
001-511-60-48-00	Repairs And Maintenance	50.00	0.00	0.00	0.00	50.00	100.00%
001-511-60-49-00	Misc/Contingency Expense	200.00	0.00	0.00	0.00	200.00	100.00%
001-511-60-49-01	Miscellaneous	500.00	0.00	0.00	0.00	500.00	100.00%
001-511-60-49-02	Travel/Misc - Council Pos. 1	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-03	Travel/Misc - Council Pos. 2	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-04	Travel/Misc - Council Pos. 3	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-05	Travel/Misc - Council Pos. 4	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-06	Travel/Misc - Council Pos. 5	150.00	50.00	0.00	50.00	100.00	66.67%
001-511-60-49-07	Travel/Misc - Council Pos. 6	500.00	0.00	0.00	0.00	500.00	100.00%
001-511-60-49-08	Travel/Misc - Council Pos. 7	150.00	0.00	0.00	0.00	150.00	100.00%
001-511-60-49-09	Registrations/Fees - Training Classes & Seminars	300.00	0.00	0.00	0.00	300.00	100.00%
001-511-70-49-00	Lobbying Agreement - Port	15,600.00	1,200.00	1,200.00	2,400.00	13,200.00	84.62%
001-511-70-49-01	Lobbying Agreement - Federal	36,000.00	0.00	6,000.00	6,000.00	30,000.00	83.33%
001-512-52-41-02	Professional Services - Other Than Attorneys	90,000.00	35,808.49	0.00	35,808.49	54,191.51	60.21%
001-513-10-10-00	Wages & Overtime	63,241.65	5,101.60	5,270.32	10,371.92	52,869.73	83.60%
001-513-10-20-00	Personnel Benefits	19,550.38	1,654.20	1,635.40	3,289.60	16,260.78	83.17%
001-513-10-31-00	Operating Supplies - Executive	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-513-10-31-01	Office Supplies - Executive	400.00	0.00	73.21	73.21	326.79	81.70%
001-513-10-41-00	Professional Services	0.00	0.00	11.24	11.24	-11.24	0.00%
001-513-10-42-00	Communications	1,500.00	85.13	41.17	126.30	1,373.70	91.58%
001-513-10-43-00	Travel Expense	4,000.00	13.30	716.44	729.74	3,270.26	81.76%
001-513-10-43-01	Travel/Training Staff	0.00	0.00	27.36	27.36	-27.36	0.00%
001-513-10-43-02	Travel / Training Mayor	1,700.00	0.00	46.48	46.48	1,653.52	97.27%
001-513-10-44-01	Advertising	420.00	405.95	0.00	405.95	14.05	3.35%
001-513-10-48-00	Repairs & Maintenance	100.00	0.00	0.00	0.00	100.00	100.00%
001-513-10-49-00	Miscellaneous	4,500.00	463.60	1,324.71	1,788.31	2,711.69	60.26%
001-513-10-49-02	Registrations/Fees - Training Classes & Seminars	2,000.00	0.00	200.00	200.00	1,800.00	90.00%
001-513-10-49-03	Travel Miscellaneous	50.00	0.00	0.00	0.00	50.00	100.00%
001-513-10-49-50	Misc. AWC Annual Dues / WWVCC Membership	8,300.00	0.00	7,694.00	7,694.00	606.00	7.30%
001-514-23-10-00	Wages & Overtime - Financial Services	74,511.55	5,276.42	3,524.58	8,801.00	65,710.55	88.19%
001-514-23-20-00	Personnel Benefits	27,353.00	1,796.21	1,396.41	3,192.62	24,160.38	88.33%
001-514-23-31-00	Operating Supplies - Budgeting, Accounting	200.00	0.00	0.00	0.00	200.00	100.00%
001-514-23-31-01	Office Supplies - Budgeting, Accounting	1,000.00	0.00	196.17	196.17	803.83	80.38%
001-514-23-35-00	Small Tools/Minor Equip.	200.00	0.00	0.00	0.00	200.00	100.00%

Detail vs Budget Report

Detail vs Budget Report			Date Range: 02/01/2024 - 02/29/2024				
Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-514-23-41-00	Professional Services	14,616.00	302.93	148.02	450.95	14,165.05	96.91%
001-514-23-42-00	Communications	1,300.00	82.52	0.00	82.52	1,217.48	93.65%
001-514-23-43-00	Travel	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-514-23-44-01	Advertising	1,000.00	0.00	127.82	127.82	872.18	87.22%
001-514-23-48-00	Repairs & Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
001-514-23-49-00	Miscellaneous	1,000.00	230.00	6.75	236.75	763.25	76.33%
001-514-23-49-01	Registration Fees / Training Classes & Seminars	1,000.00	0.00	112.31	112.31	887.69	88.77%
001-514-30-10-00	Wages/O.T. Record Services	60,156.02	4,425.20	4,602.73	9,027.93	51,128.09	84.99%
001-514-30-20-00	Personnel Benefits	22,800.41	2,079.13	2,054.53	4,133.66	18,666.75	81.87%
001-514-30-31-00	Operating Supplies - Records	350.00	0.00	0.00	0.00	350.00	100.00%
001-514-30-31-01	Office Supplies - Records	550.00	0.00	31.46	31.46	518.54	94.28%
001-514-30-35-00	Sm Tools/Minor Equip,	200.00	0.00	0.00	0.00	200.00	100.00%
001-514-30-41-00	Prof Serv - Codification/Records Destruction	5,500.00	0.00	30.15	30.15	5,469.85	99.45%
001-514-30-42-00	Communication	1,450.00	42.57	20.59	63.16	1,386.84	95.64%
001-514-30-43-00	Travel	4,210.00	0.00	29.58	29.58	4,180.42	99.30%
001-514-30-44-01	Advertising	100.00	0.00	0.00	0.00	100.00	100.00%
001-514-30-48-00	Repairs & Maintenance	425.00	0.00	0.00	0.00	425.00	100.00%
001-514-30-49-00	Miscellaneous	700.00	25.00	33.36	58.36	641.64	91.66%
001-514-30-49-01	Registrations/Fees - Training Classes & Seminars	4,250.00	766.00	0.00	766.00	3,484.00	81.98%
001-514-40-45-00	Intergovernmental Election Costs	12,000.00	9,818.00	0.00	9,818.00	2,182.00	18.18%
001-514-40-49-00	Intergov. Services - Voter Registration	27,000.00	0.00	0.00	0.00	27,000.00	100.00%
001-514-81-40-00	Concealed Pistol License Fee	1,000.00	322.75	183.00	505.75	494.25	49.43%
001-515-31-10-00	Salary & Wages - City Attorney	60,334.98	4,853.20	5,027.88	9,881.08	50,453.90	83.62%
001-515-31-20-00	Personnel Benefits	20,934.51	1,755.14	1,754.51	3,509.65	17,424.86	83.24%
001-515-31-31-00	Operating Supplies - City Attorney	500.00	0.00	0.00	0.00	500.00	100.00%
001-515-31-31-01	Office Supplies - City Attorney	250.00	0.00	0.00	0.00	250.00	100.00%
001-515-31-35-00	Small Tools/Minor Equipment	150.00	0.00	0.00	0.00	150.00	100.00%
001-515-31-41-00	Prof Legal Servs Retainer	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
001-515-31-41-01	Professional Legal Services	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
001-515-31-42-00	Communication - City Attorney	500.00	41.26	0.00	41.26	458.74	91.75%
001-515-31-43-00	Travel - City Attorney	500.00	0.00	0.00	0.00	500.00	100.00%
001-515-31-48-00	Repairs & Maintenance - City Attorney	250.00	0.00	0.00	0.00	250.00	100.00%
001-515-31-49-00	Miscellaneous - City Attorney	855.00	0.00	209.72	209.72	645.28	75.47%
001-515-31-49-01	Reg Fees / Train Classes & Seminars - City Atty	500.00	0.00	0.00	0.00	500.00	100.00%
001-515-91-41-00	Professional Services - Legal - Indigent Defense	60,000.00	0.00	1,050.00	1,050.00	58,950.00	98.25%
001-517-90-24-00	Employee Benefit Prg Cost	1,200.00	100.00	100.00	200.00	1,000.00	83.33%
001-518-10-10-00	Salaries & Wages - HR	56,511.99	4,553.84	4,709.01	9,262.85	47,249.14	83.61%
001-518-10-20-00	Personnel Benefits - HR	25,041.76	2,112.42	2,097.25	4,209.67	20,832.09	83.19%
001-518-10-31-00	Operating Supplies - HR Administration	1,100.00	0.00	7.04	7.04	1,092.96	99.36%
001-518-10-31-01	Office Supplies - HR Administration	800.00	0.00	175.64	175.64	624.36	78.05%
001-518-10-31-02	Operating Supplies - HR Wellness	5,000.00	24.50	149.84	174.34	4,825.66	96.51%
001-518-10-31-04	Operating Supplies - HR Wellness Grant Reimburs	205.00	0.00	0.00	0.00	205.00	100.00%
001-518-10-41-00	Prof. Services - Labor Negotiations	1,000.00	0.00	2.40	2.40	997.60	99.76%
001-518-10-41-01	Professional Services	8,048.00	6,963.52	7.11	6,970.63	1,077.37	13.39%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-518-10-42-00	Communications - HR	544.00	41.26	8.73	49.99	494.01	90.81%
001-518-10-43-00	Travel	1,600.00	0.00	0.00	0.00	1,600.00	100.00%
001-518-10-48-00	Repairs And Maintenance	750.00	0.00	0.00	0.00	750.00	100.00%
001-518-10-49-00	Miscellaneous	800.00	85.50	28.55	114.05	685.95	85.74%
001-518-10-49-01	Training / Class Registration Fees & Charges	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-518-10-49-02	Train/Class Reg Fees & Charge - City-wide Educat	1,500.00	0.00	33.14	33.14	1,466.86	97.79%
001-518-20-10-00	Wages & Overtime	104,546.06	7,175.01	8,578.50	15,753.51	88,792.55	84.93%
001-518-20-20-00	Personnel Benefits	45,749.13	4,481.75	4,497.54	8,979.29	36,769.84	80.37%
001-518-20-31-00	Operating Supplies - Facilities	20,000.00	179.34	1,497.23	1,676.57	18,323.43	91.62%
001-518-20-31-01	Office Supplies - Facilities	500.00	0.00	26.25	26.25	473.75	94.75%
001-518-20-35-00	Sm Tools/Minor Equip	10,000.00	0.00	111.89	111.89	9,888.11	98.88%
001-518-20-41-00	Professional Services	500.00	226.15	122.51	348.66	151.34	30.27%
001-518-20-42-00	Communication	500.00	60.21	20.56	80.77	419.23	83.85%
001-518-20-43-00	Travel / Training	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-518-20-44-01	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
001-518-20-45-00	Operating Rentals/Leases	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-518-20-47-00	Public Utility Services	20,000.00	2,529.49	1,280.50	3,809.99	16,190.01	80.95%
001-518-20-47-01	Utilities - Annex Bldg	6,500.00	705.46	1,934.14	2,639.60	3,860.40	59.39%
001-518-20-48-00	Repairs & Maintenance	15,000.00	0.00	1,789.25	1,789.25	13,210.75	88.07%
001-518-20-48-02	Repairs & Maintenance Annex Bldg	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-518-20-49-00	Miscellaneous	750.00	0.00	0.00	0.00	750.00	100.00%
001-518-30-41-00	Professional Services - Janitorial	14,500.00	0.00	1,791.00	1,791.00	12,709.00	87.65%
001-518-30-46-00	Insurance	100,079.00	100,855.49	0.00	100,855.49	-776.49	-0.78%
001-521-10-10-00	Wages & Overtime	157,805.59	12,693.50	13,150.05	25,843.55	131,962.04	83.62%
001-521-10-20-00	Personnel Benefits	47,631.70	4,863.17	4,911.86	9,775.03	37,856.67	79.48%
001-521-10-31-00	Operating Supplies - Administration	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-521-10-31-01	Office Supplies - Administration	500.00	13.02	19.82	32.84	467.16	93.43%
001-521-10-35-00	Sm Tools/Minor Equipment	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-521-10-41-00	Professional Services	7,000.00	437.00	887.00	1,324.00	5,676.00	81.09%
001-521-10-41-01	Prof Services - Labor Negotiations.	6,500.00	0.00	0.00	0.00	6,500.00	100.00%
001-521-10-41-03	Prof Services - Lexipol Consulting Service	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
001-521-10-42-00	Communication	5,000.00	96.62	319.11	415.73	4,584.27	91.69%
001-521-10-42-00	Travel	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-521-10-43-00	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-10-44-01	Repairs & Maintenance	200.00	42.62	0.00	42.62	157.38	78.69%
001-521-10-48-00	Miscellaneous	2,500.00	120.00	194.99	314.99	2,185.01	87.40%
001-521-10-49-00	Registrations / Fees Training Classes & Seminars	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-521-10-49-01	Miscellaneous - PD Donations	6,700.00	0.00	0.00	0.00	6,700.00	100.00%
001-521-10-49-02	Interfund Rentals O & M	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-521-10-49-96	Wages Support Serv	137,804.03	10,145.80	10,684.83	20,830.63	116,973.40	84.88%
001-521-19-10-00	Benefits Support Servs	54,090.77	4,560.44	4,501.31	9,061.75	45,029.02	83.25%
001-521-19-20-00	Benefits/Uniforms Support Services	400.00	0.00	0.00	0.00	400.00	100.00%
001-521-19-20-01	Operating Supplies - Support Services	2,400.00	0.00	0.00	0.00	2,400.00	100.00%
001-521-19-31-00	Office Supplies - Support Services	2,500.00	0.00	39.64	39.64	2,460.36	98.41%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-521-19-35-00	Sm Tools Support Servs	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-19-41-00	Prof Services Support Ser	5,705.00	0.00	84.59	84.59	5,620.41	98.52%
001-521-19-43-00	Travel Support Services	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-19-44-01	Advertising Support Servs	250.00	0.00	0.00	0.00	250.00	100.00%
001-521-19-45-00	Oper Rentals Support Serv	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-19-48-00	Repairs/Maint Support Ser	800.00	0.00	0.00	0.00	800.00	100.00%
001-521-19-49-00	Misc. Support Services	200.00	25.00	0.00	25.00	175.00	87.50%
001-521-19-49-01	Registrations / Fees - Training Classes / Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-19-49-02	WW SSMA New World Records Sys Support	20,000.00	19,261.47	0.00	19,261.47	738.53	3.69%
001-521-21-10-00	Wages Investigation	91,054.53	8,561.77	8,013.90	16,575.67	74,478.86	81.80%
001-521-21-20-00	Benefits - Investigation	29,086.65	2,921.67	2,842.72	5,764.39	23,322.26	80.18%
001-521-21-31-00	Operating Supplies - Investigation	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-21-31-01	Office Supplies - Investigation	800.00	0.00	35.82	35.82	764.18	95.52%
001-521-21-35-00	Sm Tools/Equip Invest	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-21-41-00	Prof Servs Investigation	1,500.00	347.37	423.79	771.16	728.84	48.59%
001-521-21-42-00	Communication Invest.	2,300.00	160.06	0.00	160.06	2,139.94	93.04%
001-521-21-43-00	Travel Investigation	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-21-48-00	Repairs/Maint Invest.	75.00	0.00	0.00	0.00	75.00	100.00%
001-521-21-49-00	Misc Investigation	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-21-49-01	Registration Fees - Training Classes & Seminars	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-22-10-00	Wages Patrol	1,003,689.13	75,247.03	74,129.11	149,376.14	854,312.99	85.12%
001-521-22-20-00	Benefits Patrol	293,169.78	24,199.99	25,018.37	49,218.36	243,951.42	83.21%
001-521-22-20-01	Benefits Uniforms Patrol	12,000.00	83.79	2,995.29	3,079.08	8,920.92	74.34%
001-521-22-20-03	Patrol Equipment & Clothing Allowance	5,400.00	747.90	596.53	1,344.43	4,055.57	75.10%
001-521-22-31-00	Operating Supplies - Patrol	5,000.00	16.96	143.18	160.14	4,839.86	96.80%
001-521-22-31-01	Office Supplies - Patrol	2,200.00	0.00	74.32	74.32	2,125.68	96.62%
001-521-22-32-00	Fuel Consumed Patrol	1,000.00	0.00	92.92	92.92	907.08	90.71%
001-521-22-35-00	Sm Tools/Equip Patrol	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-22-41-00	Prof Services Patrol	3,500.00	0.00	142.36	142.36	3,357.64	95.93%
001-521-22-42-00	Communication Patrol	9,000.00	660.16	0.00	660.16	8,339.84	92.66%
001-521-22-42-01	Patrol Air Cards - Communication	7,000.00	680.39	0.00	680.39	6,319.61	90.28%
001-521-22-48-00	Repairs/Maint. Patrol	500.00	0.00	0.00	0.00	500.00	100.00%
001-521-22-49-00	Miscellaneous Patrol	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-22-49-01	Intergov Servs Patrol - Dispatch Charges	259,411.00	129,706.00	58.80	129,764.80	129,646.20	49.98%
001-521-22-49-02	WW PD Support/Maint MDT Software	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-22-49-96	Interfund Rentals O & M	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-521-23-10-00	Wages Spec Unit	0.00	6,060.37	6,363.30	12,423.67	-12,423.67	0.00%
001-521-23-20-00	Benefits Spec Unit	0.00	2,111.59	2,262.79	4,374.38	-4,374.38	0.00%
001-521-30-10-01	Wages - Drug Task Force	90,153.00	7,712.26	8,097.07	15,809.33	74,343.67	82.46%
001-521-30-20-01	Benefits - Drug Task Force	23,975.08	2,799.87	2,823.81	5,623.68	18,351.40	76.54%
001-521-30-31-00	Operating Supplies - Crime Prevention	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-30-31-01	Office Supplies - Crime Prevention	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-30-49-00	Misc Crime Prevention	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-30-49-06	Registrations/Fees - Training Classes & Seminars	300.00	0.00	0.00	0.00	300.00	100.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-521-40-31-00	Operating Supplies - Training	15,000.00	596.22	10,628.22	11,224.44	3,775.56	25.17%
001-521-40-31-01	Office Supplies - Training	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-40-41-00	Prof Services Training	3,000.00	0.00	75.00	75.00	2,925.00	97.50%
001-521-40-43-00	Travel Training	10,000.00	253.00	30.75	283.75	9,716.25	97.16%
001-521-40-48-00	Repairs/Maint Training	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-40-49-01	Registrations/Fees - Training Classes & Seminars	20,000.00	800.00	2,299.65	3,099.65	16,900.35	84.50%
001-521-70-10-00	Wages Traffic	334,563.03	25,082.21	24,709.70	49,791.91	284,771.12	85.12%
001-521-70-10-04	Wages - Hwy Safety CFDA#20.600 Grant Program	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-521-70-20-00	Benefits Traffic	97,723.27	8,065.30	8,338.70	16,404.00	81,319.27	83.21%
001-521-70-20-06	BVFF Pension & Disability Payments	180.00	0.00	0.00	0.00	180.00	100.00%
001-521-70-20-00	Operating Supplies - Traffic	250.00	5.66	0.00	5.66	244.34	97.74%
001-521-70-31-00	Office Supplies - Traffic	75.00	0.00	24.78	24.78	50.22	66.96%
001-521-70-31-01	Sm Tools Traffic	200.00	0.00	0.00	0.00	200.00	100.00%
001-521-70-35-00	Small Tools DUI Emphasis Funded	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-521-70-35-01	Prof Services Traffic	250.00	0.00	0.00	0.00	250.00	100.00%
001-521-70-41-00	Repairs/Maint Traffic	250.00	0.00	0.00	0.00	250.00	100.00%
001-521-70-48-00	Miscellaneous Traffic	100.00	0.00	0.00	0.00	100.00	100.00%
001-521-70-49-00	Interfund Rentals - O & M	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-522-10-10-00	Wages & Overtime	48,102.80	3,837.54	3,985.50	7,823.04	40,279.76	83.74%
001-522-10-20-00	Personnel Benefits	14,410.57	1,499.07	1,350.31	2,849.38	11,561.19	80.23%
001-522-10-20-01	Other Benefits - Uniforms	300.00	63.20	0.00	63.20	236.80	78.93%
001-522-10-31-00	Operating Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-31-01	Office Supplies - Administration	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-35-00	Sm Tools & Minor Equipmnt	250.00	0.00	0.00	0.00	250.00	100.00%
001-522-10-41-00	Prof Serv - Comprehens Analysis Of FD Services	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-41-02	Professional Services - Admin	6,000.00	0.00	0.00	0.00	6,000.00	100.00%
001-522-10-42-00	Communication	1,300.00	45.84	72.04	117.88	1,182.12	90.93%
001-522-10-43-00	Travel	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-522-10-44-01	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-10-48-00	Repairs & Maintenance	750.00	82.66	93.40	176.06	573.94	76.53%
001-522-10-49-00	Miscellaneous	3,500.00	0.00	502.38	502.38	2,997.62	85.65%
001-522-10-49-01	Registrations/Fees - Training Classes & Seminars	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-522-20-10-00	Wages Fire	151,625.99	13,238.26	14,334.52	27,572.78	124,053.21	81.82%
001-522-20-10-01	Stipends (Volunteers)	35,000.00	3,176.00	3,422.07	6,598.07	28,401.93	81.15%
001-522-20-20-00	Benefits Fire	48,801.65	5,565.76	5,455.84	11,021.60	37,780.05	77.42%
001-522-20-20-01	Benefits (Volunteers)	3,700.00	498.63	274.06	772.69	2,927.31	79.12%
001-522-20-20-03	Uniforms - Volunteers	8,000.00	445.86	0.00	445.86	7,554.14	94.43%
001-522-20-20-04	Uniforms - FT Firefighter	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
001-522-20-20-00	Operating Supplies - Suppression	3,500.00	2,812.40	303.57	3,115.97	384.03	10.97%
001-522-20-31-01	Office Supplies - Suppression	300.00	14.94	0.00	14.94	285.06	95.02%
001-522-20-31-02	Fire Mobilization - Protective Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-522-20-31-03	Radios/Pagers - Parts & Supplies	750.00	0.00	0.00	0.00	750.00	100.00%
001-522-20-32-00	Fuel - Suppression	2,000.00	0.00	359.57	359.57	1,640.43	82.02%
001-522-20-32-02	Fire Mobilization - Fuel Consumed	3,000.00	0.00	0.00	0.00	3,000.00	100.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-522-20-35-00	Sm Tools/Equipment	1,000.00	21.71	393.35	415.06	584.94	58.49%
001-522-20-35-01	Small Tools Vehicle	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-20-35-02	Fire Mobilization - Sm Tools / Equipment	800.00	0.00	0.00	0.00	800.00	100.00%
001-522-20-41-00	Fire Dept Personnel Physicals	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-522-20-42-00	Communication - Air Cards For MDTs	2,500.00	240.06	0.00	240.06	2,259.94	90.40%
001-522-20-48-00	Repairs/Maintenance	4,500.00	0.00	134.72	134.72	4,365.28	97.01%
001-522-20-48-02	Fire Mobilization - Repairs & Maint.	100.00	0.00	5.44	5.44	94.56	94.56%
001-522-20-49-00	Misc Fire	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-20-49-02	Fire Mobilization - Misc. Expense	500.00	0.00	0.00	0.00	500.00	100.00%
001-522-20-49-04	Intergov Services - Dispatch Charges	36,000.00	0.00	17,242.50	17,242.50	18,757.50	52.10%
001-522-20-49-06	BVFF Pension & Disability Payments	1,800.00	0.00	0.00	0.00	1,800.00	100.00%
001-522-20-49-96	Interfund Rentals - O & M	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
001-522-30-10-00	Wages & OT	43,914.00	3,408.79	3,582.86	6,991.65	36,922.35	84.08%
001-522-30-20-00	Benefits	19,465.47	1,775.73	1,822.17	3,597.90	15,867.57	81.52%
001-522-30-20-01	Other Benefits/Uniforms	300.00	0.00	0.00	0.00	300.00	100.00%
001-522-30-31-00	Operating Supplies - Prevention / Investigation	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-522-30-31-01	Office Supplies - Prevention / Investigation	200.00	0.00	0.00	0.00	200.00	100.00%
001-522-30-42-00	Communication	1,000.00	41.26	0.00	41.26	958.74	95.87%
001-522-30-43-00	Travel	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-522-30-48-00	Repairs/Maintenance	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-30-49-00	Miscellaneous	750.00	0.00	0.00	0.00	750.00	100.00%
001-522-45-10-00	Wages & OT	63,229.40	4,957.67	7,537.74	12,495.41	50,733.99	80.24%
001-522-45-20-00	Benefits	11,818.64	1,460.75	1,805.41	3,266.16	8,552.48	72.36%
001-522-45-20-03	Uniforms - FT Firefighter	300.00	0.00	0.00	0.00	300.00	100.00%
001-522-45-31-00	Operating Supplies - Training	5,000.00	351.39	1,769.63	2,121.02	2,878.98	57.58%
001-522-45-31-01	Office Supplies - Training	250.00	562.68	0.00	562.68	-312.68	-125.07%
001-522-45-43-00	Travel	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-522-45-48-00	Repairs/Maintenance	150.00	0.00	0.00	0.00	150.00	100.00%
001-522-45-49-00	Miscellaneous	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-522-45-49-01	Registrations/Fees - Training Classes & Seminars	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-522-50-31-00	Operating Supplies - Facilities	4,000.00	112.47	0.00	112.47	3,887.53	97.19%
001-522-50-31-01	Office Supplies - Facilities	100.00	0.00	0.00	0.00	100.00	100.00%
001-522-50-35-00	Small Tools/Equipment	150.00	0.00	0.00	0.00	150.00	100.00%
001-522-50-47-00	Public Utility Services	20,000.00	2,683.23	3,337.46	6,020.69	13,979.31	69.90%
001-522-50-48-00	Repairs/Maintenance	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-522-50-49-00	Miscellaneous	150.00	0.00	0.00	0.00	150.00	100.00%
001-523-60-41-00	Professional Services	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
001-523-60-49-00	Miscellaneous	150.00	0.00	0.00	0.00	150.00	100.00%
001-523-60-49-01	Intergov Services - Cnty Jail Services	35,000.00	4,756.71	5,820.99	10,577.70	24,422.30	69.78%
001-524-10-10-00	Wages - Bldg Clerical	20,425.06	1,646.92	1,702.40	3,349.32	17,075.74	83.60%
001-524-10-20-00	Benefits - Bldg Clerical	13,404.73	1,144.69	1,126.38	2,271.07	11,133.66	83.06%
001-524-20-10-00	Wages & OT	129,353.39	10,429.87	10,779.50	21,209.37	108,144.02	83.60%
001-524-20-20-00	Benefits	67,512.86	5,861.44	5,870.82	11,732.26	55,780.60	82.62%
001-524-20-31-00	Operating Supplies - Bldg. Inspection	1,200.00	0.00	0.00	0.00	1,200.00	100.00%

Detail vs Budget Report

		Date Range: 02/01/2024 - 02/29/2024				
Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	% Remaining
001-524-20-31-01	Office Supplies - Bldg. Inspection	500.00	0.00	32.59	32.59	93.48%
001-524-20-35-00	Sm Tools/Equipment	450.00	0.00	0.00	0.00	100.00%
001-524-20-41-00	Professional Services	2,000.00	0.00	8.51	1,991.49	99.57%
001-524-20-41-01	Plan Check Professional Services	2,000.00	0.00	0.00	2,000.00	100.00%
001-524-20-42-00	Communication	2,893.00	202.82	51.42	2,638.76	91.21%
001-524-20-43-00	Travel	4,560.00	0.00	0.00	4,560.00	100.00%
001-524-20-48-00	Repairs/Maintenance	200.00	0.00	0.00	200.00	100.00%
001-524-20-49-00	Miscellaneous	400.00	0.00	0.00	400.00	100.00%
001-524-20-49-01	Training Class Registration Costs - Bldg Dept	5,000.00	0.00	0.00	5,000.00	100.00%
001-525-60-49-00	Intergov Servs Emergency Management Cnty	9,400.00	25,025.00	0.00	25,025.00	-166.22%
001-548-68-49-96	INF ER&R From CE O&M Costs	40,000.00	0.00	0.00	40,000.00	100.00%
001-554-30-10-00	Wages Special Enforcement	60,494.91	4,876.00	5,042.00	50,576.91	83.61%
001-554-30-20-00	Benefits	30,683.87	3,210.71	3,206.39	24,266.77	79.09%
001-554-30-20-01	Uniforms	500.00	0.00	0.00	500.00	100.00%
001-554-30-31-00	Operating Supplies - Special Enforcement	500.00	13.12	59.30	427.58	85.52%
001-554-30-31-01	Office Supplies - Special Enforcement	300.00	0.00	19.82	280.18	93.39%
001-554-30-35-00	Sm Tools/Equipment	75.00	0.00	0.00	75.00	100.00%
001-554-30-41-00	Professional Services	10,000.00	0.00	1,000.00	9,000.00	90.00%
001-554-30-42-00	Communications - Special Enforcement	1,500.00	81.27	21.15	1,397.58	93.17%
001-554-30-43-00	Travel	1,500.00	0.00	0.00	1,500.00	100.00%
001-554-30-48-00	Repairs/maintenance	20.00	0.00	0.00	20.00	100.00%
001-554-30-49-00	Miscellaneous	40.00	0.00	0.00	40.00	100.00%
001-554-30-49-01	Registrations/Fees - Training Classes & Seminars	500.00	0.00	0.00	500.00	100.00%
001-554-30-49-96	Interfund Rentals - O & M	2,300.00	0.00	0.00	2,300.00	100.00%
001-558-50-40-00	State Bldg Code Fee	1,500.00	0.00	0.00	1,500.00	100.00%
001-558-60-10-00	Wages & OT	107,916.37	8,685.73	8,970.45	90,260.19	83.64%
001-558-60-20-00	Personnel Benefits	52,229.35	4,487.55	4,456.08	43,285.72	82.88%
001-558-60-31-00	Operating Supplies - Planning	500.00	0.00	0.00	500.00	100.00%
001-558-60-31-01	Office Supplies - Planning	300.00	0.00	0.00	300.00	100.00%
001-558-60-41-00	Professional Services	100,000.00	0.00	2,766.27	97,233.73	97.23%
001-558-60-42-00	Communication	1,500.00	43.23	30.88	1,425.89	95.06%
001-558-60-43-00	Travel	1,400.00	0.00	0.00	1,400.00	100.00%
001-558-60-44-01	Advertising	2,500.00	0.00	305.44	2,194.56	87.78%
001-558-60-48-00	Repairs And Maintenance	1,400.00	0.00	0.00	1,400.00	100.00%
001-558-60-49-00	Miscellaneous	2,000.00	450.00	71.51	1,478.49	73.92%
001-558-60-49-01	Registrations/Fees - Training Classes & Seminars	600.00	0.00	0.00	600.00	100.00%
001-558-60-49-02	Intergov Services	5,200.00	0.00	0.00	5,200.00	100.00%
001-558-70-41-00	Community Development / Planning Prof Servs	10,000.00	0.00	649.80	9,350.20	93.50%
001-558-70-49-00	Economic Development - Miscellaneous	5,000.00	539.45	0.00	4,460.55	89.21%
001-558-75-41-01	Planning & Development Costs - Pass Thru	15,000.00	0.00	600.00	14,400.00	96.00%
001-566-00-49-00	Intergovernmentl Services	3,000.00	0.00	0.00	3,000.00	100.00%
001-573-90-31-00	Operating Supplies - Community Events	10,000.00	4.35	0.00	9,995.65	99.96%
001-573-90-31-01	Office Supplies - Community Events	500.00	0.00	0.00	500.00	100.00%
001-573-90-35-00	Sm Tools/Minor Equip.	25,000.00	0.00	0.00	25,000.00	100.00%

Detail vs Budget Report

Detail vs Budget Report			Date Range: 02/01/2024 - 02/29/2024				
Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-573-90-40-02	Farmer's Market Pass-through Payments - SNAP/E	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-573-90-40-03	Farmer Market Pass-through Process - State Matc	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-573-90-40-05	Farmer Market Pass-through Process - DOH Kid Ca	1,400.00	0.00	0.00	0.00	1,400.00	100.00%
001-573-90-41-00	Professional Services - Community Events	50,000.00	171.79	0.00	171.79	49,828.21	99.66%
001-573-90-41-02	Professional Services - Blue Mountain United Way	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-573-90-41-03	Professional Services - Community Grant	0.00	0.00	308.00	308.00	-308.00	0.00%
001-573-90-42-00	Communications - Community Events	1,000.00	81.27	0.00	81.27	918.73	91.87%
001-573-90-44-01	Advertising	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-573-90-48-00	Repairs & Maintenance - Community Events	500.00	0.00	0.00	0.00	500.00	100.00%
001-573-90-49-00	Miscellaneous	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
001-573-90-49-01	Community Assistance Program	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
001-576-80-10-00	Wages	60,826.03	5,015.93	5,054.00	10,069.93	50,756.10	83.44%
001-576-80-20-00	Benefits	35,008.55	3,512.56	3,542.85	7,055.41	27,953.14	79.85%
001-576-80-20-01	Uniforms / Other Benefits	250.00	0.00	0.00	0.00	250.00	100.00%
001-576-80-31-00	Operating Supplies - Parks	12,000.00	215.23	-54.88	160.35	11,839.65	98.66%
001-576-80-35-00	Sm Tools/Equipment	750.00	0.00	357.62	357.62	392.38	52.32%
001-576-80-41-00	Professional Services	750.00	0.00	18.00	18.00	732.00	97.60%
001-576-80-42-00	Communication	300.00	0.00	0.00	0.00	300.00	100.00%
001-576-80-45-00	Operating Rentals	300.00	0.00	128.95	128.95	171.05	57.02%
001-576-80-47-00	Utility Services	31,000.00	1,562.15	1,578.48	3,140.63	27,859.37	89.87%
001-576-80-48-00	Repairs/Maintenance	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-576-80-49-00	Miscellaneous	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-576-80-49-01	Intergov Services	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
001-576-80-49-02	Registration Fees / Training Classes & Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
001-576-81-10-00	Wages & OT	46,968.85	3,040.32	3,157.80	6,198.12	40,770.73	86.80%
001-576-81-20-00	Personnel Benefits	20,617.67	1,714.68	1,711.14	3,425.82	17,191.85	83.38%
001-576-81-31-00	Operating Supplies - Parks Administration	200.00	0.00	0.00	0.00	200.00	100.00%
001-576-81-31-01	Office Supplies - Parks Administration	200.00	0.00	15.48	15.48	184.52	92.26%
001-576-81-42-00	Communication	500.00	2.59	41.17	43.76	456.24	91.25%
001-576-81-43-00	Travel	750.00	2.26	0.00	2.26	747.74	99.70%
001-576-81-44-01	Advertising	0.00	0.00	71.48	71.48	-71.48	0.00%
001-576-81-49-00	Miscellaneous	500.00	0.00	0.00	0.00	500.00	100.00%
001-582-10-00-03	Refund Of Fireworks Bonds	100.00	0.00	0.00	0.00	100.00	100.00%
001-589-90-00-00	Other Non-Expenditures	500.00	1,086.93	518.50	1,605.43	-1,105.43	-221.09%
001-589-90-00-04	Travel Account Expenditures	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
001-589-90-00-10	Covid-19 Reimbursement	0.00	0.00	319.54	319.54	-319.54	0.00%
001-594-14-64-00	Machinery & Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
001-594-14-64-01	Machinery & Equipment	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
001-594-18-64-16	Machinery And Equipment - HR	250.00	0.00	0.00	0.00	250.00	100.00%
001-594-18-64-19	Machinery/Equipment	302,000.00	0.00	0.00	0.00	302,000.00	100.00%
001-594-21-64-01	Machinery Investigation	8,700.00	0.00	0.00	0.00	8,700.00	100.00%
001-594-21-64-02	Machinery/Equip Patrol	20,000.00	1,736.13	3,716.18	5,452.31	14,547.69	72.74%
001-594-21-64-05	WASPC TrafficSafety Grant	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-594-21-64-09	Equipment Purchases - Traffic Policing	2,500.00	4,747.73	0.00	4,747.73	-2,247.73	-89.91%

Detail vs Budget Report

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001-594-21-64-10	Machinery & Equipment - Grant Funded	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
001-594-21-64-11	Machinery & Equipment - Support Svcs	4,200.00	0.00	0.00	0.00	4,200.00	100.00%
001-594-21-64-12	Wildhorse Camera Grant	2,000.00	25,001.00	0.00	25,001.00	-23,001.00	-1,150.05%
001-594-21-64-55	Machinery/Equipment - Special Enforcement	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-594-22-64-10	Equipment - Radios & Pagers (Fire)	19,500.00	220.82	0.00	220.82	19,279.18	98.87%
001-594-22-64-20	Machinery/Equipment	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-594-22-64-40	Train Equip/Software/Matlis - WSP FF Train Progra	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
001-594-22-64-50	Machinery/Equipment	8,000.00	0.00	0.00	0.00	8,000.00	100.00%
001-594-58-64-01	Machinery & Equipment	300.00	0.00	0.00	0.00	300.00	100.00%
001-594-76-61-00	Land & Land Improvements - Parks	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
001-594-76-63-00	Other Improvements - Parks	100,000.00	5,621.80	0.00	5,621.80	94,378.20	94.38%
001-597-00-00-01	Interfund Transfer CE/Sts	700,000.00	0.00	0.00	0.00	700,000.00	100.00%
001-597-00-00-12	Transfer To Technology Reserve Fund	575,000.00	64,000.00	100,000.00	164,000.00	411,000.00	71.48%
001-597-00-00-15	Transfers-Out - CE To Bldg Facility Maint. Reserve	200,000.00	0.00	0.00	0.00	200,000.00	100.00%
001-597-00-00-20	CARS GO Bond Payment - INF To 201 Bond Fun	489,050.00	0.00	0.00	0.00	489,050.00	100.00%
001-597-00-00-50	Transfer To ER&R For Police Vehicle Purchase	0.00	0.00	5,000.00	5,000.00	-5,000.00	0.00%
001-597-00-00-61	Interfund Transf From CE To Empl Bene Reserv #6	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
001-597-00-04-04	IF Transf To SW Cap For ARPA Exp (CFDA # 21.027)	7,446.00	0.00	0.00	0.00	7,446.00	100.00%
001-597-00-15-21	Transfer To 320 For Equipment Replacement	473,351.00	0.00	100,000.00	100,000.00	373,351.00	78.87%
Totals:		-2,602.59	409,624.81	229,818.67	639,443.48	-642,046.07	
Totals:		-2,602.59	409,624.81	229,818.67	639,443.48	-642,046.07	
Totals:		-2,602.59	409,624.81	229,818.67	639,443.48	-642,046.07	
001 - Current Expense Fund Totals:		-2,602.59	409,624.81	229,818.67	639,443.48	-642,046.07	
005 - Current Expense Reserve Fund							
005-361-10-00-05	Unrealized Gain/Loss	0.00	1,040.14	825.31	1,865.45	-1,865.45	0.00%
005-361-11-00-05	Investment Interest	-5,000.00	-1,887.93	-50.10	-1,938.03	-3,061.97	-61.24%
005-361-30-00-05	Realized Gain/Loss On Investments	0.00	382.06	0.00	382.06	-382.06	0.00%
005-361-41-00-05	Investment Interest - Purchased	0.00	-144.92	0.00	-144.92	144.92	0.00%
005-514-29-41-05	Banking Service Fees/Charges	20.00	2.30	3.71	6.01	13.99	69.95%
Totals:		-4,980.00	-608.35	778.92	170.57	-5,150.57	
Totals:		-4,980.00	-608.35	778.92	170.57	-5,150.57	
Totals:		-4,980.00	-608.35	778.92	170.57	-5,150.57	
005 - Current Expense Reserve Fund Totals:		-4,980.00	-608.35	778.92	170.57	-5,150.57	
012 - Technology Reserve Fund							
012-361-10-00-20	Unrealized Gain/Loss	0.00	873.43	693.04	1,566.47	-1,566.47	0.00%
012-361-11-00-20	Interest Earned - Technology Reserve Fund	-4,000.00	-1,242.07	-41.53	-1,283.60	-2,716.40	-67.91%
012-361-30-00-20	Realized Gain/Loss On Investments	0.00	320.83	0.00	320.83	-320.83	0.00%
012-361-41-00-20	Investment Interest - Purchased	0.00	-121.69	0.00	-121.69	121.69	0.00%
012-397-00-00-13	Interfund Transfer CE To Tech Reserve Fund	-575,000.00	-64,000.00	-100,000.00	-164,000.00	-411,000.00	-71.48%
012-514-20-41-00	Professional Financial / Banking Costs	20.00	1.93	3.12	5.05	14.95	74.75%
012-518-88-41-00	Professional Technology Services	89,236.00	6,030.95	4,062.93	10,093.88	79,142.12	88.69%

Detail vs Budget Report

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
012-518-88-41-01	Professional Technology Services-Data Storage	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
012-518-89-10-00	Salaries & Wages	63,901.20	5,818.65	5,170.00	10,988.65	52,912.55	82.80%
012-518-89-20-00	Benefits	40,079.83	3,520.07	3,341.19	6,861.26	33,218.57	82.88%
012-518-89-31-00	Operating Supplies - Data Processing	0.00	0.00	1,382.15	1,382.15	-1,382.15	0.00%
012-518-89-31-01	Office Supplies - Data Processing	500.00	0.00	0.00	0.00	500.00	100.00%
012-518-89-35-00	Sm Tools/Minor Equipment	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
012-518-89-41-00	Professional Services	3,265.00	0.00	0.00	0.00	3,265.00	100.00%
012-518-89-42-00	Communication	3,268.08	281.27	200.00	481.27	2,786.81	85.27%
012-518-89-43-00	Travel / Training	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
012-518-89-45-00	Operating Rentals/Leases	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
012-518-89-48-00	Repairs & Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
012-518-89-49-01	Registration Fees - Training Classes & Seminars	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
012-591-18-75-05	Cap Leases & Installment Purchas - Postage Meter	1,558.00	0.00	389.43	389.43	1,168.57	75.00%
012-591-21-75-01	Cap Leases & Installment Purchas - Police Dept	43,800.00	38,792.86	0.00	38,792.86	5,007.14	11.43%
012-591-58-75-04	Cap Leases & Installment Purchas - CD Copier Lea	2,805.00	255.75	233.75	489.50	2,315.50	82.55%
012-594-18-64-00	Machinery / Equipment	600.00	0.00	0.00	0.00	600.00	100.00%
012-594-18-64-01	Machinery & Equipment - Technology	89,204.00	1,845.74	40,205.54	42,051.28	47,152.72	52.86%
012-594-18-64-02	Machinery & Equipment	34,000.00	0.00	0.00	0.00	34,000.00	100.00%
012-594-18-64-03	Software / Software Update Purchases	304,244.00	9,988.40	14,634.09	24,622.49	279,621.51	91.91%
Totals:		108,981.11	2,366.12	-29,726.29	-27,360.17	136,341.28	
Totals:		108,981.11	2,366.12	-29,726.29	-27,360.17	136,341.28	
Totals:		108,981.11	2,366.12	-29,726.29	-27,360.17	136,341.28	
012 - Technology Reserve Fund Totals:		108,981.11	2,366.12	-29,726.29	-27,360.17	136,341.28	
061 - Employee Benefit Reserve Fund							
061-361-10-00-61	Unrealized Gain/Loss	0.00	880.59	698.72	1,579.31	-1,579.31	0.00%
061-361-11-00-61	Investment Interest-Employee Benefit Reserve	-4,000.00	-1,490.41	-42.25	-1,532.66	-2,467.34	-61.68%
061-361-30-00-61	Realized Gain/Loss On Investments	0.00	323.46	0.00	323.46	-323.46	0.00%
061-361-41-00-61	Investment Interest - Purchased	0.00	-122.69	0.00	-122.69	122.69	0.00%
061-397-00-00-61	IF Trans From CE Fund To Employee Benefit Resv Fu	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
061-518-10-41-50	Professional Services-Banking Fees	25.00	1.94	3.14	5.08	19.92	79.68%
061-518-61-20-01	Postemployment Benefits - Med Exp Reimb LEOFF	100,000.00	240.00	320.00	560.00	99,440.00	99.44%
061-518-61-20-02	Postemployment Benefits - Ins Premiums LEOFF 1	12,450.00	775.14	775.14	1,550.28	10,899.72	87.55%
Totals:		58,475.00	608.03	1,754.75	2,362.78	56,112.22	
Totals:		58,475.00	608.03	1,754.75	2,362.78	56,112.22	
Totals:		58,475.00	608.03	1,754.75	2,362.78	56,112.22	
061 - Employee Benefit Reserve Fund Totals:		58,475.00	608.03	1,754.75	2,362.78	56,112.22	
100 - Street Fund							
100-322-40-00-00	Street & Curb Permits	-6,000.00	-300.00	-625.00	-925.00	-5,075.00	-84.58%
100-336-00-71-00	Multimodal Transportation æ“ Cities	-12,812.00	0.00	0.00	0.00	-12,812.00	-100.00%
100-336-00-87-00	Motor Veh Fuel Tax St.	-185,000.00	-13,020.10	-13,190.57	-26,210.67	-158,789.33	-85.83%
100-361-10-00-01	Unrealized Gain/Loss	0.00	478.32	379.54	857.86	-857.86	0.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
<u>100-361-11-00-01</u>	Investment Interest	-1,500.00	-807.23	-22.82	-830.05	-669.95	-44.66%
<u>100-361-30-00-01</u>	Realized Gain/Loss On Investments	0.00	175.70	0.00	175.70	-175.70	0.00%
<u>100-361-41-00-01</u>	Investment Interest - Purchased	0.00	-66.64	0.00	-66.64	66.64	0.00%
<u>100-369-91-00-01</u>	Other Misc. Revenue	0.00	0.00	-132.64	-132.64	132.64	0.00%
<u>100-397-00-00-01</u>	Transfer From CE To Sts	-700,000.00	0.00	0.00	0.00	-700,000.00	-100.00%
<u>100-542-30-10-00</u>	Wages & OT	103,502.18	6,981.65	7,163.00	14,144.65	89,357.53	86.33%
<u>100-542-30-20-00</u>	Benefits	50,056.11	4,069.28	4,030.05	8,099.33	41,956.78	83.82%
<u>100-542-30-20-01</u>	Benefits - Uniforms	500.00	0.00	0.00	0.00	500.00	100.00%
<u>100-542-30-31-00</u>	Operating Supplies - Traveled Way	25,000.00	0.00	3,481.90	3,481.90	21,518.10	86.07%
<u>100-542-30-35-00</u>	Sm Tools/Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
<u>100-542-30-41-00</u>	Professional Services	5,000.00	0.00	1.31	1.31	4,998.69	99.97%
<u>100-542-30-42-00</u>	Communications	2,500.00	76.76	102.91	179.67	2,320.33	92.81%
<u>100-542-30-43-00</u>	Travel	750.00	0.00	0.00	0.00	750.00	100.00%
<u>100-542-30-45-00</u>	Operating Rentals	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
<u>100-542-30-48-00</u>	Repairs/Maintenance	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
<u>100-542-30-49-00</u>	Miscellaneous	500.00	0.00	225.00	225.00	275.00	55.00%
<u>100-542-30-49-96</u>	Interfund Rentals - O & M	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
<u>100-542-63-47-00</u>	Public Util St. Lighting	30,000.00	7,344.11	6,846.55	14,190.66	15,809.34	52.70%
<u>100-542-64-10-00</u>	Wages & OT	18,157.81	1,512.33	1,513.20	3,025.53	15,132.28	83.34%
<u>100-542-64-20-00</u>	Benefits	9,522.01	844.30	826.01	1,670.31	7,851.70	82.46%
<u>100-542-64-31-00</u>	Operating Supplies - Traffic Control Devices	35,000.00	0.00	1,932.85	1,932.85	33,067.15	94.48%
<u>100-542-64-35-00</u>	Sm Tools/Equipment	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
<u>100-542-64-47-00</u>	Public Utilities	14,000.00	626.20	671.80	1,298.00	12,702.00	90.73%
<u>100-542-64-49-00</u>	Intergovernmntl Services	7,500.00	0.00	1,238.27	1,238.27	6,261.73	83.49%
<u>100-542-64-49-96</u>	Interfund Rentals - O & M	14,500.00	0.00	0.00	0.00	14,500.00	100.00%
<u>100-542-66-10-00</u>	Wages & OT	6,052.60	504.11	504.40	1,008.51	5,044.09	83.34%
<u>100-542-66-20-00</u>	Benefits	3,174.02	281.44	275.34	556.78	2,617.24	82.46%
<u>100-542-66-31-00</u>	Operating Supplies - Snow & Ice Removal	15,000.00	0.00	310.47	310.47	14,689.53	97.93%
<u>100-542-66-49-96</u>	Interfund Rentals - O & M	6,800.00	0.00	0.00	0.00	6,800.00	100.00%
<u>100-542-70-10-00</u>	Wages & OT	6,052.60	504.10	504.40	1,008.50	5,044.10	83.34%
<u>100-542-70-20-00</u>	Benefits	3,173.96	281.38	275.30	556.68	2,617.28	82.46%
<u>100-542-70-20-01</u>	Benefits - Uniforms	200.00	0.00	0.00	0.00	200.00	100.00%
<u>100-542-70-31-00</u>	Operating Supplies - Roadside	7,500.00	0.00	17.14	17.14	7,482.86	99.77%
<u>100-542-70-35-00</u>	Sm Tools/Equipment	500.00	0.00	48.85	48.85	451.15	90.23%
<u>100-542-70-48-00</u>	Repairs/Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
<u>100-542-70-48-10</u>	Road & Street Repairs & Maintenance - Myra Rd	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
<u>100-542-70-49-00</u>	Intergovernmntl Services	7,800.00	632.90	0.00	632.90	7,167.10	91.89%
<u>100-542-70-49-01</u>	Miscellaneous	0.00	20.25	0.00	20.25	-20.25	0.00%
<u>100-542-70-49-96</u>	Interfund Rentals - O & M	9,000.00	0.00	0.00	0.00	9,000.00	100.00%
<u>100-542-90-10-00</u>	Wages & OT	8,635.60	695.97	719.55	1,415.52	7,220.08	83.61%
<u>100-542-90-20-00</u>	Benefits	3,605.87	304.07	301.88	605.95	2,999.92	83.20%
<u>100-543-10-10-00</u>	Wages & OT	60,844.30	4,635.83	4,784.49	9,420.32	51,423.98	84.52%
<u>100-543-10-10-02</u>	Wages - Clerical	1,075.01	86.68	89.60	176.28	898.73	83.60%
<u>100-543-10-20-00</u>	Benefits	20,029.23	2,002.93	1,954.40	3,957.33	16,071.90	80.24%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
100-543-10-20-02	Benefits - Clerical	705.52	60.26	59.27	119.53	585.99	83.06%
100-543-10-31-00	Operating Supplies - Administration	2,000.00	0.00	1,129.40	1,129.40	870.60	43.53%
100-543-10-31-01	Office Supplies - Administration	500.00	0.00	5.57	5.57	494.43	98.89%
100-543-10-41-00	Professional Services	1,500.00	287.50	39.87	327.37	1,172.63	78.18%
100-543-10-42-00	Communication	400.00	38.90	0.00	38.90	361.10	90.28%
100-543-10-43-00	Travel	0.00	0.00	34.86	34.86	-34.86	0.00%
100-543-10-44-01	Advertising	1,500.00	0.00	142.95	142.95	1,357.05	90.47%
100-543-10-47-00	Public Services	2,000.00	288.77	363.93	652.70	1,347.30	67.37%
100-543-10-49-00	Miscellaneous	1,500.00	14.58	16.53	31.11	1,468.89	97.93%
100-543-30-41-00	Professional Financial / Banking Costs	400.00	1.06	1.71	2.77	397.23	99.31%
100-543-30-43-00	Travel - Training	500.00	0.00	0.00	0.00	500.00	100.00%
100-543-30-46-00	Insurance	37,967.00	38,252.40	0.00	38,252.40	-285.40	-0.75%
100-543-30-49-01	Registrations/Fees - Training Classes & Seminars	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
100-544-20-10-00	Salary / Wages - City Engineer	2,280.00	0.00	0.00	0.00	2,280.00	100.00%
100-544-20-20-00	Benefits - City Engineer	227.00	0.00	0.00	0.00	227.00	100.00%
100-544-20-31-00	Operating Supplies - Engineering	200.00	0.00	0.00	0.00	200.00	100.00%
100-544-20-31-01	Office Supplies - Engineering	200.00	0.00	0.00	0.00	200.00	100.00%
100-544-20-41-00	Professional Services - Engineering	20,000.00	0.00	2.59	2.59	19,997.41	99.99%
100-544-20-43-00	Travel Expense - Engineering	200.00	0.00	0.00	0.00	200.00	100.00%
100-544-20-49-00	Miscellaneous - Engineering	150.00	0.00	0.00	0.00	150.00	100.00%
100-544-20-49-01	Training Registration Fees - Engineering	500.00	0.00	0.00	0.00	500.00	100.00%
100-597-00-01-00	Transfer To 320 For Equipment Replacement	360,000.00	0.00	0.00	0.00	360,000.00	100.00%
Totals:		85,348.82	56,807.81	26,023.86	82,831.67	2,517.15	
Totals:		85,348.82	56,807.81	26,023.86	82,831.67	2,517.15	
Totals:		85,348.82	56,807.81	26,023.86	82,831.67	2,517.15	
100 - Street Fund Totals:		85,348.82	56,807.81	26,023.86	82,831.67	2,517.15	
120 - Criminal Justice Fund							
120-336-06-21-00	C.J. Funds - Regular	-6,750.00	-912.54	0.00	-912.54	-5,837.46	-86.48%
120-336-06-26-00	C.J. - Municipal Criminal Justice Funding	-13,352.00	-3,213.36	0.00	-3,213.36	-10,138.64	-75.93%
120-361-10-00-12	Unrealized Gain/Loss	0.00	58.53	46.44	104.97	-104.97	0.00%
120-361-11-00-12	Interest Earned - Criminal Justice	-300.00	-136.26	-2.87	-139.13	-160.87	-53.62%
120-361-30-00-12	Realized Gain/Loss On Investments	0.00	21.50	0.00	21.50	-21.50	0.00%
120-361-41-00-12	Investment Interest - Purchased	0.00	-8.15	0.00	-8.15	8.15	0.00%
120-521-10-41-02	Banking Service Fees/ Charges - CJ Fund	0.00	0.13	0.21	0.34	-0.34	0.00%
120-521-30-10-12	Salaries & Wages - School Programs Officer	0.00	881.63	925.70	1,807.33	-1,807.33	0.00%
120-521-30-20-12	Personnel Benefits - School Programs Officer	0.00	307.17	329.18	636.35	-636.35	0.00%
120-521-30-49-01	Misc Criminal Justice	300.00	0.00	18,130.03	18,130.03	-17,830.03	-5,943.34%
120-591-18-75-02	Cap Leases & Installment Purchas - Police Dept	20,330.00	0.00	0.00	0.00	20,330.00	100.00%
Totals:		228.00	-3,001.35	19,428.69	16,427.34	-16,199.34	
Totals:		228.00	-3,001.35	19,428.69	16,427.34	-16,199.34	
Totals:		228.00	-3,001.35	19,428.69	16,427.34	-16,199.34	

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
120 - Criminal Justice Fund Totals:		228.00	-3,001.35	19,428.69	16,427.34	-16,199.34	
121 - Forfeited Proceeds Fund							
121-361-10-00-02	Unrealized Gain/Loss	0.00	4.46	3.54	8.00	-8.00	0.00%
121-361-11-00-02	Investment Interest	-20.00	-8.09	-0.21	-8.30	-11.70	-58.50%
121-361-30-00-02	Realized Gain/Loss On Investments	0.00	1.64	0.00	1.64	-1.64	0.00%
121-361-41-00-02	Investment Interest - Purchased	0.00	-0.62	0.00	-0.62	0.62	0.00%
121-514-29-41-21	Bank Service Charges / Costs	0.00	0.01	0.02	0.03	-0.03	0.00%
Totals:		-20.00	-2.60	3.35	0.75	-20.75	
Totals:		-20.00	-2.60	3.35	0.75	-20.75	
Totals:		-20.00	-2.60	3.35	0.75	-20.75	
121 - Forfeited Proceeds Fund Totals:		-20.00	-2.60	3.35	0.75	-20.75	
130 - Hotel/Motel Tax							
130-313-31-00-01	Hotel/Motel Lodging	-20,000.00	-1,197.72	-880.85	-2,078.57	-17,921.43	-89.61%
130-313-31-00-02	Transient Rental	-20,000.00	-1,197.72	-950.05	-2,147.77	-17,852.23	-89.26%
130-361-10-00-30	Unrealized Gain/Loss	0.00	154.89	122.90	277.79	-277.79	0.00%
130-361-11-01-30	Investment Interest	-500.00	-311.66	-7.52	-319.18	-180.82	-36.16%
130-361-30-00-30	Realized Gain/Loss On Investments	0.00	56.89	0.00	56.89	-56.89	0.00%
130-361-41-00-30	Investment Interest - Purchased	0.00	-21.58	0.00	-21.58	21.58	0.00%
130-557-30-41-30	Professional Financial / Banking Costs	3.00	0.34	0.55	0.89	2.11	70.33%
130-557-30-44-30	Tourism Advertising	1,900.00	0.00	1,530.00	1,530.00	370.00	19.47%
130-557-30-49-01	Contributions To Other Agencies - Miscellaneous	22,500.00	0.00	0.00	0.00	22,500.00	100.00%
130-557-30-49-30	City Event Entertainment	14,000.00	0.00	0.00	0.00	14,000.00	100.00%
Totals:		-2,097.00	-2,516.56	-184.97	-2,701.53	604.53	
Totals:		-2,097.00	-2,516.56	-184.97	-2,701.53	604.53	
Totals:		-2,097.00	-2,516.56	-184.97	-2,701.53	604.53	
130 - Hotel/Motel Tax Totals:		-2,097.00	-2,516.56	-184.97	-2,701.53	604.53	
201 - ULITGO Bond Fund							
201-361-11-00-21	Investment Interest	-500.00	-26.50	-0.04	-26.54	-473.46	-94.69%
201-397-00-00-21	Transfer CE To ULITGO 201	-489,050.00	0.00	0.00	0.00	-489,050.00	-100.00%
201-591-95-71-01	Principle UTGO 2014 Issue (CARS)	330,000.00	0.00	0.00	0.00	330,000.00	100.00%
201-592-95-83-01	Interest UTGO 2014 Issue (CARS)	159,150.00	0.00	0.00	0.00	159,150.00	100.00%
201-592-95-83-02	Other Debt Service Costs (CARS)	300.00	0.00	350.00	350.00	-50.00	-16.67%
Totals:		-100.00	-26.50	349.96	323.46	-423.46	
Totals:		-100.00	-26.50	349.96	323.46	-423.46	
Totals:		-100.00	-26.50	349.96	323.46	-423.46	
201 - ULITGO Bond Fund Totals:		-100.00	-26.50	349.96	323.46	-423.46	
301 - Street Capital Contribution Fund							
301-345-89-01-23	Street Capital Developer Contributions	-380,828.00	0.00	0.00	0.00	-380,828.00	-100.00%
301-361-11-00-03	Investment Interest	-10.00	-0.14	-0.14	-0.28	-9.72	-97.20%

Detail vs Budget Report

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
301-597-00-01-01	Interfund Transfer For CARS Signalization	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
301-597-00-03-11	Interfund Transfer To Street Improvement Fund	320,828.00	0.00	0.00	0.00	320,828.00	100.00%
Totals:		-20,010.00	-0.14	-0.14	-0.28	-20,009.72	
Totals:		-20,010.00	-0.14	-0.14	-0.28	-20,009.72	
Totals:		-20,010.00	-0.14	-0.14	-0.28	-20,009.72	
301 - Street Capital Contribution Fund Totals:		-20,010.00	-0.14	-0.14	-0.28	-20,009.72	
305 - Capital Improvement Fund (REET)							
305-318-34-00-00	Real Estate Excise Tax Local	-230,000.00	-17,820.79	-28,588.04	-46,408.83	-183,591.17	-79.82%
305-361-10-00-35	Unrealized Gain/Loss	0.00	1,224.10	971.29	2,195.39	-2,195.39	0.00%
305-361-11-00-35	Investment Interest	-4,000.00	-2,259.99	-59.06	-2,319.05	-1,680.95	-42.02%
305-361-30-00-35	Realized Gain/Loss On Investments	0.00	449.63	0.00	449.63	-449.63	0.00%
305-361-41-00-35	Investment Interest - Purchased	0.00	-170.55	0.00	-170.55	170.55	0.00%
305-367-00-00-01	Contrib And Donations From Nongovernmental Se	-219,656.00	0.00	0.00	0.00	-219,656.00	-100.00%
305-514-20-41-35	Professional Financial / Banking Costs	35.00	2.70	4.37	7.07	27.93	79.80%
305-594-42-63-00	Street And Path Projects	849,066.15	0.00	0.00	0.00	849,066.15	100.00%
305-594-42-65-02	Chipsealing / Walla Walla Cnty PW	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
305-595-10-63-00	Professional Services - Engineering Services	60,000.00	0.00	0.00	0.00	60,000.00	100.00%
Totals:		555,445.15	-18,574.90	-27,671.44	-46,246.34	601,691.49	
Totals:		555,445.15	-18,574.90	-27,671.44	-46,246.34	601,691.49	
Totals:		555,445.15	-18,574.90	-27,671.44	-46,246.34	601,691.49	
305 - Capital Improvement Fund (REET) Totals:		-18,574.90	-46,246.34	-27,671.44	-46,246.34	601,691.49	
306 - Capital Improvement Fund (REET 2)							
306-318-35-00-00	REET 2 - Second Quarter Percent	-230,000.00	0.00	0.00	0.00	-230,000.00	-100.00%
306-331-11-00-00	Fed Direct Grant From The Department Of Comm	-512,735.90	0.00	0.00	0.00	-512,735.90	-100.00%
306-334-02-70-01	Rec And Conservation Office Grant - Lions' Park	-1,349,550.00	0.00	0.00	0.00	-1,349,550.00	-100.00%
306-334-03-10-09	State Direct/Indirect Grant From Dept Of Ecology	-866,150.00	0.00	0.00	0.00	-866,150.00	-100.00%
306-361-10-00-36	Unrealized Gain/Loss	0.00	2,757.85	2,188.26	4,946.11	-4,946.11	0.00%
306-361-11-00-36	Investment Interest	-10,000.00	-4,922.58	-132.72	-5,055.30	-4,944.70	-49.45%
306-361-30-00-36	Realized Gain/Loss On Investments	0.00	1,013.00	0.00	1,013.00	-1,013.00	0.00%
306-361-41-00-36	Investment Interest - Purchased	0.00	-384.23	0.00	-384.23	384.23	0.00%
306-367-00-03-06	Local Grants - Lions Park Renovation	-1,025,471.80	0.00	0.00	0.00	-1,025,471.80	-100.00%
306-367-11-00-06	Contr/Donations - Private	-1,009,283.08	0.00	0.00	0.00	-1,009,283.08	-100.00%
306-514-20-41-36	Professional Financial / Banking Costs	0.00	6.09	9.84	15.93	-15.93	0.00%
306-595-30-63-36	Other Capital Improvements - REET 2	3,720,000.00	0.00	21,360.68	21,360.68	3,698,639.32	99.43%
306-595-30-63-37	Other Capital Improvements - Grant Reimbursed	2,280,000.00	0.00	79,410.83	79,410.83	2,200,589.17	96.52%
Totals:		996,809.22	-1,529.87	102,836.89	101,307.02	895,502.20	
Totals:		996,809.22	-1,529.87	102,836.89	101,307.02	895,502.20	
Totals:		996,809.22	-1,529.87	102,836.89	101,307.02	895,502.20	
306 - Capital Improvement Fund (REET 2) Totals:		-1,529.87	101,307.02	102,836.89	101,307.02	895,502.20	
309 - CDBG Projects Fund							

Detail vs Budget Report

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
309-333-14-00-00	Fed Ind Grt Fr Dept Of Hous/Urb Dev-Sidewalk-CD	-309,400.00	0.00	0.00	0.00	-309,400.00	-100.00%
309-333-14-00-01	Fed Ind Grt Fr Dept Of Hous/Urb Dev-Microbusn-	-15,000.00	0.00	0.00	0.00	-15,000.00	-100.00%
309-361-10-00-09	Unrealized Gain/Loss	0.00	0.06	0.05	0.11	-0.11	0.00%
309-361-11-00-09	Investment Interest - CDBG Project Fund	0.00	-0.08	-0.01	-0.09	0.09	0.00%
309-361-41-00-09	Investment Interest - Purchased	0.00	-0.01	0.00	-0.01	0.01	0.00%
309-558-70-40-00	Economic Dev - Microbusiness Assistance Progra	15,000.00	0.00	0.00	0.00	15,000.00	100.00%
309-595-61-63-00	Capital Expenditures/Expenses - Sidewalks	309,400.00	0.00	0.00	0.00	309,400.00	100.00%
Totals:		0.00	-0.03	0.04	0.01	-0.01	
Totals:		0.00	-0.03	0.04	0.01	-0.01	
Totals:		0.00	-0.03	0.04	0.01	-0.01	
309 - CDBG Projects Fund Totals:							
		0.00	-0.03	0.04	0.01	-0.01	
311 - Street Improvement Fund							
311-331-20-00-00	Fed Dir Grt From The Dept Of Transportation.	-750,000.00	0.00	0.00	0.00	-750,000.00	-100.00%
311-331-97-00-02	Fed Dir Grant From The Dept Of Homeland Securit	-8,500.00	0.00	0.00	0.00	-8,500.00	-100.00%
311-334-00-10-11	State Grant From Legislature	-214,687.84	0.00	0.00	0.00	-214,687.84	-100.00%
311-334-03-80-06	TIB C Street Grant	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
311-334-03-80-08	TIB Overlay Grants	-688,088.00	0.00	0.00	0.00	-688,088.00	-100.00%
311-361-10-00-11	Unrealized Gain/Loss	0.00	152.87	121.30	274.17	-274.17	0.00%
311-361-11-00-11	Investment Interest St. Improvement Fund	-500.00	-219.17	-7.27	-226.44	-273.56	-54.71%
311-361-30-00-11	Realized Gain/Loss On Investments	0.00	56.15	0.00	56.15	-56.15	0.00%
311-361-41-00-11	Investment Interest - Purchased	0.00	-21.30	0.00	-21.30	21.30	0.00%
311-367-00-03-11	Pacific Power Grant	-3,400.00	0.00	0.00	0.00	-3,400.00	-100.00%
311-397-00-00-37	Interfund Transfer - 350 to 311	-381,000.00	0.00	0.00	0.00	-381,000.00	-100.00%
311-397-00-00-38	Interfund Transfer - 360 to 311	-4,090,032.00	0.00	0.00	0.00	-4,090,032.00	-100.00%
311-397-00-03-11	IF Transfer From Street Cap Devr Contribs Fund	-320,828.00	0.00	0.00	0.00	-320,828.00	-100.00%
311-397-00-03-30	Transfer From Economic Development Fund	0.00	0.00	-30,000.00	-30,000.00	30,000.00	0.00%
311-543-30-41-11	Professional Financial / Banking Costs	25.00	0.34	0.55	0.89	24.11	96.44%
311-595-30-63-12	Roads/Streets Const & Other Infrastr-St Improv Fu	11,900.00	0.00	1,896.66	1,896.66	10,003.34	84.06%
311-595-30-63-20	Street Fund Capital Project Roadways	5,345,176.00	23,195.22	0.00	23,195.22	5,321,980.78	99.57%
311-595-30-63-21	Street Fund Cap Proj Roadways - TIB Grant Portio	1,069,088.00	0.00	0.00	0.00	1,069,088.00	100.00%
Totals:		-80,846.84	23,164.11	-27,988.76	-4,824.65	-76,022.19	
Totals:		-80,846.84	23,164.11	-27,988.76	-4,824.65	-76,022.19	
Totals:		-80,846.84	23,164.11	-27,988.76	-4,824.65	-76,022.19	
311 - Street Improvement Fund Totals:							
		-80,846.84	23,164.11	-27,988.76	-4,824.65	-76,022.19	
315 - Facility Maintenance Reserve Fund (CE)							
315-334-04-20-15	Department Of Commerce Energy Efficiency Grant	-20,000.00	0.00	0.00	0.00	-20,000.00	-100.00%
315-361-10-00-15	Unrealized Gain/Loss	0.00	1,879.03	1,490.95	3,369.98	-3,369.98	0.00%
315-361-11-00-15	Investment Interest- Facility Maint Resv Fund	-5,000.00	-3,018.12	-89.90	-3,108.02	-1,891.98	-37.84%
315-361-30-00-15	Realized Gain/Loss On Investments	0.00	690.20	0.00	690.20	-690.20	0.00%
315-361-41-00-15	Investment Interest - Purchased	0.00	-261.79	0.00	-261.79	261.79	0.00%
315-391-20-04-12	Revenue Bond Proceeds	-2,000,000.00	0.00	0.00	0.00	-2,000,000.00	-100.00%

Detail vs Budget Report

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Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
315-397-00-00-15	Operating Transfer From CE To Bldg Fac Reserve	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
315-514-20-41-15	Financial Services / Fees & Charges	100.00	4.15	6.70	10.85	89.15	89.15%
315-594-18-62-16	Cap Expend/Expense - Bldgs & Structures (Grt Fun	64,900.00	0.00	0.00	0.00	64,900.00	100.00%
315-594-18-62-17	Capital Expenditures/Expenses - Bdgs & Structure	2,105,944.00	0.00	4,620.00	4,620.00	2,101,324.00	99.78%
315-594-18-63-15	Capital Expenditures/Expenses - Other Imprvmts	94,400.00	0.00	0.00	0.00	94,400.00	100.00%
315-594-18-64-15	Capital Expenditures/Expenses - Equip/Furnishing	34,458.00	0.00	3,148.17	3,148.17	31,309.83	90.86%
Totals:		74,802.00	-706.53	9,175.92	8,469.39	66,332.61	
Totals:		74,802.00	-706.53	9,175.92	8,469.39	66,332.61	
Totals:		74,802.00	-706.53	9,175.92	8,469.39	66,332.61	
315 - Facility Maintenance Reserve Fund (CE) Totals:		74,802.00	-706.53	9,175.92	8,469.39	66,332.61	
320 - Equipment Reserve Fund							
320-361-10-00-04	Unrealized Gain/Loss	0.00	978.20	776.17	1,754.37	-1,754.37	0.00%
320-361-11-00-04	Investment Interest	-2,500.00	-1,451.87	-46.62	-1,498.49	-1,001.51	-40.06%
320-361-30-00-04	Realized Gain/Loss On Investments	-1,050.00	359.31	0.00	359.31	-1,409.31	-134.22%
320-361-41-00-04	Investment Interest - Purchased	0.00	-136.29	0.00	-136.29	136.29	0.00%
320-397-00-01-00	Transfer From Streets For Equipment Replacement	-360,000.00	0.00	0.00	0.00	-360,000.00	-100.00%
320-397-00-15-21	Transfer From PD For Equipment Replacement	-473,351.00	0.00	-100,000.00	-100,000.00	-373,351.00	-78.87%
320-397-00-15-26	Transfer From EMS For Equipment Replacement	-325,000.00	0.00	0.00	0.00	-325,000.00	-100.00%
320-514-89-41-20	Professional Financial / Banking Costs	33.00	2.16	3.49	5.65	27.35	82.88%
320-591-21-75-03	Capital Leases & Installment Purchases - PD	185,351.00	7,175.09	0.00	7,175.09	178,175.91	96.13%
320-594-21-64-32	Vehicles/Equip Police Department	217,000.00	0.00	104,244.05	104,244.05	112,755.95	51.96%
320-594-22-64-27	Vehicles/Equip EMS	325,000.00	0.00	0.00	0.00	325,000.00	100.00%
320-594-22-64-31	Vehicles/Equip Fire Department	0.00	0.00	424.20	424.20	-424.20	0.00%
320-594-22-64-32	Vehicles/Equip Fire Department Mobilization	0.00	0.00	0.00	0.00	0.00	0.00%
320-594-42-64-32	Vehicles/Equip Streets	360,000.00	0.00	0.00	0.00	360,000.00	100.00%
320-597-00-00-00	Transfer to CE from 320	75,000.00	0.00	0.00	0.00	75,000.00	100.00%
Totals:		483.00	6,926.60	5,401.29	12,327.89	-11,844.89	
Totals:		483.00	6,926.60	5,401.29	12,327.89	-11,844.89	
Totals:		483.00	6,926.60	5,401.29	12,327.89	-11,844.89	
320 - Equipment Reserve Fund Totals:		483.00	6,926.60	5,401.29	12,327.89	-11,844.89	
330 - Economic Development Fund							
330-361-11-00-30	Interest Earned Economic Development	-375.00	-17.01	-15.92	-32.93	-342.07	-91.22%
330-397-00-01-01	Interfund Transfer For Signalization	-40,000.00	0.00	0.00	0.00	-40,000.00	-100.00%
330-595-20-63-03	ROW Acquisition	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
330-597-00-03-30	Transfer To Street Improvement Fund	0.00	0.00	30,000.00	30,000.00	-30,000.00	0.00%
Totals:		-375.00	-17.01	29,984.08	29,967.07	-30,342.07	
Totals:		-375.00	-17.01	29,984.08	29,967.07	-30,342.07	
Totals:		-375.00	-17.01	29,984.08	29,967.07	-30,342.07	
330 - Economic Development Fund Totals:		-375.00	-17.01	29,984.08	29,967.07	-30,342.07	
340 - Economic Development Reserve Fund							

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
340-361-11-00-32	Interest Earned - Econ Development Reserve Fund	0.00	-0.11	0.00	-0.11	0.11	0.00%
Totals:		0.00	-0.11	0.00	-0.11	0.11	0.00%
Totals:		0.00	-0.11	0.00	-0.11	0.11	0.00%
Totals:		0.00	-0.11	0.00	-0.11	0.11	0.00%
340 - Economic Development Reserve Fund Totals:		0.00	-0.11	0.00	-0.11	0.11	0.00%
350 - Tax Benefit District Construction Fund							
350-313-21-00-00	Sales Tax - TBD	-381,000.00	0.00	0.00	0.00	-381,000.00	-100.00%
350-597-00-00-37	Interfund Transfer 350 to 311	381,000.00	0.00	0.00	0.00	381,000.00	100.00%
Totals:		0.00	0.00	0.00	0.00	0.00	
Totals:		0.00	0.00	0.00	0.00	0.00	
Totals:		0.00	0.00	0.00	0.00	0.00	
350 - Tax Benefit District Construction Fund Totals:		0.00	0.00	0.00	0.00	0.00	
360 - Tax Increment Financing Construction Fund							
360-391-10-00-04	Revenue Bond Proceeds - TIF	-4,090,032.00	0.00	0.00	0.00	-4,090,032.00	-100.00%
360-597-00-00-38	Interfund Transfer - 360 to 311	4,090,032.00	0.00	0.00	0.00	4,090,032.00	100.00%
Totals:		0.00	0.00	0.00	0.00	0.00	
Totals:		0.00	0.00	0.00	0.00	0.00	
Totals:		0.00	0.00	0.00	0.00	0.00	
360 - Tax Increment Financing Construction Fund Totals:		0.00	0.00	0.00	0.00	0.00	
360 - Tax Increment Financing Construction Fund Totals:		0.00	0.00	0.00	0.00	0.00	
400 - Water Fund							
400-341-70-00-00	Sale Of Merchandise	-10,000.00	0.00	0.00	0.00	-10,000.00	-100.00%
400-343-40-00-00	Water Sales	-1,648,846.00	-89,711.09	-110,993.68	-200,704.77	-1,448,141.23	-87.83%
400-343-40-00-01	Water Sales - Irrigation Only	0.00	-29.70	0.00	-29.70	29.70	0.00%
400-343-40-00-02	Water Charges For Utility Tax	-291,445.00	-19,646.76	-21,880.23	-41,526.99	-249,918.01	-85.75%
400-343-40-01-70	Misc Util Fees/Activation Fees	-8,214.00	-29.25	-6.75	-36.00	-8,178.00	-99.56%
400-343-40-01-85	Water - Sale Of Materials & Services	-15,103.00	-1,439.20	-1,685.93	-3,125.13	-11,977.87	-79.31%
400-343-40-01-99	Utility Balance on SBX Conversion	0.00	-502.93	-235.84	-738.77	738.77	0.00%
400-359-90-00-40	Penalty/Late Fee	-20,000.00	-2,214.47	-1,737.00	-3,951.47	-16,048.53	-80.24%
400-361-10-00-40	Unrealized Gain/Loss	0.00	553.42	439.12	992.54	-992.54	0.00%
400-361-11-00-40	Investment Interest	-10,000.00	-946.86	-26.46	-973.32	-9,026.68	-90.27%
400-361-30-00-40	Realized Gain/Loss On Investments	0.00	203.28	0.00	203.28	-203.28	0.00%
400-361-41-00-40	Investment Interest - Purchased	0.00	-77.10	0.00	-77.10	77.10	0.00%
400-362-00-00-01	Water - Hydrant Meter & Backflow Rental Fees	-1,081.00	-637.00	0.00	-637.00	-444.00	-41.07%
400-362-00-50-40	Rental Charges / Fees	-23,000.00	-3,650.10	0.00	-3,650.10	-19,349.90	-84.13%
400-369-10-00-06	Sale Of Surplus - Water	-5,512.00	0.00	0.00	0.00	-5,512.00	-100.00%
400-382-10-00-01	Water - Hydrant Meter DEPOSIT	-2,000.00	0.00	0.00	0.00	-2,000.00	-100.00%
400-397-00-00-32	Interfund Transfer Fund 431 To Fund 400	-285,000.00	0.00	0.00	0.00	-285,000.00	-100.00%
400-534-10-10-00	Wages & OT	107,125.32	8,528.12	8,801.36	17,329.48	89,795.84	83.82%
400-534-10-20-00	Benefits	36,984.42	3,575.61	3,539.13	7,114.74	29,869.68	80.76%
400-534-10-31-00	Operating Supplies - Administration	500.00	0.00	133.69	133.69	366.31	73.26%

Detail vs Budget Report

		Date Range: 02/01/2024 - 02/29/2024				
Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining % Remaining
400-534-10-31-01	Office Supplies - Administration	650.00	0.00	791.24	791.24	-141.24 -21.73%
400-534-10-35-00	Small Tools/Equipment	500.00	0.00	41.21	41.21	458.79 91.76%
400-534-10-41-00	Professional Service	42,000.00	368.20	88.65	456.85	41,543.15 98.91%
400-534-10-42-00	Communication	4,000.00	231.63	125.20	356.83	3,643.17 91.08%
400-534-10-43-00	Travel	4,000.00	17.93	142.58	160.51	3,839.49 95.99%
400-534-10-44-00	External Taxes	115,000.00	9,708.13	8,698.62	18,406.75	96,593.25 83.99%
400-534-10-44-01	Advertising	1,000.00	0.00	285.89	285.89	714.11 71.41%
400-534-10-44-02	Utility Tax	290,000.00	0.00	0.00	0.00	290,000.00 100.00%
400-534-10-46-00	Insurance	78,160.00	78,776.31	0.00	78,776.31	-616.31 -0.79%
400-534-10-49-00	Miscellaneous	6,500.00	1,238.18	271.91	1,510.09	4,989.91 76.77%
400-534-10-49-01	Registrations/Fees - Training Classes & Seminars	3,500.00	0.00	0.00	0.00	3,500.00 100.00%
400-534-20-10-00	Salaries & Wages	26,780.43	2,158.32	2,231.76	4,390.08	22,390.35 83.61%
400-534-20-20-00	Benefits	12,826.02	1,072.81	1,070.44	2,143.25	10,682.77 83.29%
400-534-27-10-00	Water Utilities - Salaries & Wages	108,135.69	8,227.07	7,948.29	16,175.36	91,960.33 85.04%
400-534-27-20-00	Water Utilities - Personnel Benefits	40,936.28	3,523.33	3,364.75	6,888.08	34,048.20 83.17%
400-534-27-31-00	Water Utilities - Operating Supplies	1,500.00	0.00	0.00	0.00	1,500.00 100.00%
400-534-27-31-01	Water Utilities - Office Supplies	3,000.00	0.00	114.94	114.94	2,885.06 96.17%
400-534-27-35-00	Water Utilities - Small Tools And Minor Equipment	200.00	0.00	0.00	0.00	200.00 100.00%
400-534-27-41-00	Water Utilities - Professional Services	22,704.00	2,738.20	4,051.73	6,789.93	15,914.07 70.09%
400-534-27-42-00	Water Utilities - Communications	5,000.00	263.12	291.29	554.41	4,445.59 88.91%
400-534-27-43-00	Water Utilities - Travel	400.00	0.00	13.05	13.05	386.95 96.74%
400-534-27-48-00	Water Utilities - Repairs & Maintenance	300.00	0.00	0.00	0.00	300.00 100.00%
400-534-27-49-00	Water Utilities - Miscellaneous	300.00	0.00	20.25	20.25	279.75 93.25%
400-534-27-49-01	Water Utilities - Reg/Fees - Trainings & Seminars	500.00	7.50	108.30	115.80	384.20 76.84%
400-534-50-10-00	Wages & OT	372,646.82	21,401.02	23,495.08	44,896.10	327,750.72 87.95%
400-534-50-20-00	Benefits	184,910.27	12,326.78	12,645.14	24,971.92	159,938.35 86.50%
400-534-50-20-01	Benefits Uniforms	1,500.00	326.69	0.00	326.69	1,173.31 78.22%
400-534-50-31-00	Operating Supplies - Maintenance	110,000.00	164.42	2,142.71	2,307.13	107,692.87 97.90%
400-534-50-35-00	Sm Tools/Equipment	2,000.00	0.00	1,306.82	1,306.82	693.18 34.66%
400-534-50-41-00	Professional Services	3,000.00	0.00	0.00	0.00	3,000.00 100.00%
400-534-50-43-00	Travel	2,000.00	0.00	83.83	83.83	1,916.17 95.81%
400-534-50-45-00	Operating Rentals/Leases	1,000.00	0.00	0.00	0.00	1,000.00 100.00%
400-534-50-48-00	Repairs & Maintenance	10,000.00	0.00	0.00	0.00	10,000.00 100.00%
400-534-50-49-00	County 911 / Dispatch Services	2,096.00	628.80	0.00	628.80	1,467.20 70.00%
400-534-50-49-01	Miscellaneous	200.00	0.00	0.00	0.00	200.00 100.00%
400-534-50-49-96	Interfund Rentals - O & M	60,000.00	0.00	0.00	0.00	60,000.00 100.00%
400-534-80-10-00	Wages & OT	11,522.96	1,272.46	978.18	2,250.64	9,272.32 80.47%
400-534-80-20-00	Benefits	5,550.52	545.53	489.57	1,035.10	4,515.42 81.35%
400-534-80-31-00	Operating Supplies - General	30,000.00	443.49	1,414.20	1,857.69	28,142.31 93.81%
400-534-80-33-00	Water Purchase For Resale	5,000.00	0.00	0.00	0.00	5,000.00 100.00%
400-534-80-35-00	Small Tools/Equipment	1,000.00	0.00	0.00	0.00	1,000.00 100.00%
400-534-80-41-00	Water Utilities - Prof Services - Water Testing	17,000.00	0.00	3,664.35	3,664.35	13,335.65 78.45%
400-534-80-43-00	Travel	0.00	0.00	17.17	17.17	-17.17 0.00%
400-534-80-47-00	Public Utility Services	165,000.00	9,898.70	7,884.36	17,783.06	147,216.94 89.22%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
400-534-80-48-00	Repairs/Maintenance	40,000.00	0.00	0.00	0.00	40,000.00	100.00%
400-534-80-49-00	Intergov Maintenance	7,500.00	0.00	4,393.70	4,393.70	3,106.30	41.42%
400-534-80-49-01	Miscellaneous	200.00	0.00	0.00	0.00	200.00	100.00%
400-534-90-41-00	Professional Financial / Banking Costs	920.00	1.22	1.97	3.19	916.81	99.65%
400-594-34-64-04	Machinery/Equipment	4,500.00	0.00	0.00	0.00	4,500.00	100.00%
400-594-34-64-27	Water Utilities - Machinery & Equipment	0.00	0.00	5,068.78	5,068.78	-5,068.78	0.00%
400-597-34-00-41	IF Transfer-Revenue Resvd For Rate-Funded Capita	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
400-597-34-00-95	Interfund Rentals - Repl	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
400-597-34-04-32	Interfund Transfer To Capital Projects Fund 431	200,000.00	0.00	0.00	0.00	200,000.00	100.00%
Totals:		29,847.73	49,315.81	-30,406.63	18,909.18	10,938.55	
Totals:		29,847.73	49,315.81	-30,406.63	18,909.18	10,938.55	
Totals:		29,847.73	49,315.81	-30,406.63	18,909.18	10,938.55	
400 - Water Fund Totals:		29,847.73	49,315.81	-30,406.63	18,909.18	10,938.55	
401 - Wastewater Fund							
401-343-50-00-00	Wastewater Charges	-2,822,565.00	-200,990.69	-232,352.51	-433,343.20	-2,389,221.80	-84.65%
401-343-50-00-02	Wastewater Charges For Utility Tax	-383,036.00	-27,732.46	-31,513.10	-59,245.56	-323,790.44	-84.53%
401-343-50-00-41	Misc Util Fees & Charges	-2,000.00	-23.25	-9.75	-33.00	-1,967.00	-98.35%
401-343-50-02-41	Sewer Assessment Charges	-1,500.00	0.00	0.00	0.00	-1,500.00	-100.00%
401-359-90-00-41	Penalty/Late Fee	-6,000.00	-628.49	-751.17	-1,379.66	-4,620.34	-77.01%
401-361-10-00-41	Unrealized Gain/Loss	0.00	2,498.00	1,995.62	4,493.62	-4,493.62	0.00%
401-361-11-00-41	Investment Interest WW	-15,000.00	-9,925.86	-123.92	-10,049.78	-4,950.22	-33.00%
401-361-30-00-41	Realized Gain/Loss On Investments	0.00	917.55	0.00	917.55	-917.55	0.00%
401-361-41-00-41	Investment Interest - Purchased	0.00	-348.03	0.00	-348.03	348.03	0.00%
401-369-91-00-41	Other Misc Revenues	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
401-535-10-10-00	Wages & OT	93,868.80	7,553.71	7,794.25	15,347.96	78,520.84	83.65%
401-535-10-20-00	Benefits	30,929.83	2,726.86	2,682.35	5,409.21	25,520.62	82.51%
401-535-10-31-01	Office Supplies - Administration	500.00	0.00	20.60	20.60	479.40	95.88%
401-535-10-41-00	Professional Services	1,242,036.00	103,848.14	105,326.74	209,174.88	1,032,861.12	83.16%
401-535-10-42-00	Communication	350.00	0.77	29.69	30.46	319.54	91.30%
401-535-10-43-00	Travel	2,000.00	16.19	257.96	274.15	1,725.85	86.29%
401-535-10-44-00	External Taxes	68,000.00	5,690.34	5,150.83	10,841.17	57,158.83	84.06%
401-535-10-44-02	Utility Tax	330,000.00	0.00	0.00	0.00	330,000.00	100.00%
401-535-10-46-00	Insurance	118,350.00	119,254.80	0.00	119,254.80	-904.80	-0.76%
401-535-10-49-00	Misc	11,500.00	498.30	199.85	698.15	10,801.85	93.93%
401-535-10-49-01	Registrations/Fees - Training Classes & Seminars	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-20-10-00	Salaries & Wages	27,896.29	2,248.25	2,324.75	4,573.00	23,323.29	83.61%
401-535-20-20-00	Benefits	13,360.46	1,117.52	1,115.03	2,232.55	11,127.91	83.29%
401-535-27-10-00	Sewer Utilities - Salaries & Wages	109,593.45	8,413.43	8,337.36	16,750.79	92,842.66	84.72%
401-535-27-20-00	Sewer Utilities - Personnel Benefits	41,203.73	3,624.47	3,502.25	7,126.72	34,077.01	82.70%
401-535-27-31-00	Sewer Utilities - Operating Supplies	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-27-31-01	Sewer Utilities - Office Supplies	1,000.00	0.00	129.16	129.16	870.84	87.08%
401-535-27-35-00	Sewer Utilities - Small Tools And Minor Equipment	200.00	0.00	0.00	0.00	200.00	100.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
401-535-27-41-00	Sewer Utilities - Professional Services	30,578.00	4,056.54	5,636.72	9,693.26	20,884.74	68.30%
401-535-27-42-00	Sewer Utilities - Communications	500.00	494.38	550.80	1,045.18	-545.18	-109.04%
401-535-27-43-00	Sewer Utilities - Travel	400.00	0.00	12.18	12.18	387.82	96.96%
401-535-27-48-00	Sewer Utilities - Repairs & Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-27-49-00	Sewer Utilities - Miscellaneous	300.00	0.00	21.00	21.00	279.00	93.00%
401-535-27-49-01	Sewer Utilities - Reg/Fees - Trainings & Seminars	500.00	7.00	112.31	119.31	380.69	76.14%
401-535-50-31-00	Operating Supplies - Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-50-35-00	Small Tools / Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
401-535-50-48-00	Repairs / Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
401-535-50-49-00	Intergov Services	2,500.00	0.00	0.00	0.00	2,500.00	100.00%
401-535-50-49-01	County 911 / Dispatch Services	2,096.00	1,194.72	0.00	1,194.72	901.28	43.00%
401-535-50-49-96	Interfund Rentals - O & M	30,000.00	0.00	0.00	0.00	30,000.00	100.00%
401-535-80-41-00	Professional Services	24,000.00	0.00	0.00	0.00	24,000.00	100.00%
401-535-80-47-00	Public Utility Services	31,500.00	3,469.06	3,469.06	6,938.12	24,561.88	77.97%
401-535-80-48-00	Repairs / Maintenance Capital Reserve	45,000.00	0.00	0.00	0.00	45,000.00	100.00%
401-535-80-49-00	Miscellaneous	13,000.00	0.00	0.00	0.00	13,000.00	100.00%
401-535-80-49-96	Interfund Transfers - O&M	10,000.00	0.00	0.00	0.00	10,000.00	100.00%
401-535-90-41-00	Professional Financial / Banking Costs	630.00	5.51	8.97	14.48	615.52	97.70%
401-597-40-14-11	Transfer For Rate Funded Capital	300,000.00	0.00	0.00	0.00	300,000.00	100.00%

Totals: -694,808.44 27,986.76 -116,072.97 -88,086.21 -606,722.23

Totals: -694,808.44 27,986.76 -116,072.97 -88,086.21 -606,722.23

Totals: -694,808.44 27,986.76 -116,072.97 -88,086.21 -606,722.23

401 - Wastewater Fund Totals:

402 - Stormwater Fund							
402-334-03-10-06	St Dir/Ind Grt Fr Ecol Dept-Poll Prevent Partner	0.00	0.00	-1,374.86	-1,374.86	1,374.86	0.00%
402-343-10-00-00	Stormwater Charges	-654,308.00	-55,686.86	-51,397.04	-107,083.90	-547,224.10	-83.63%
402-343-10-00-41	Misc Util Fees & Charges - Stormwater	0.00	-45.75	-14.25	-60.00	60.00	0.00%
402-359-90-00-42	Penalty/Late Fee - Stormwater	-2,500.00	-114.49	-132.77	-247.26	-2,252.74	-90.11%
402-361-10-04-02	Unrealized Gain/Loss	0.00	2,283.02	1,811.50	4,094.52	-4,094.52	0.00%
402-361-11-04-02	Investment Interest - Stormwater Fund	-6,000.00	-3,479.15	-108.92	-3,588.07	-2,411.93	-40.20%
402-361-30-04-02	Realized Gain/Loss On Investments	0.00	838.59	0.00	838.59	-838.59	0.00%
402-361-41-04-02	Investment Interest - Purchased	0.00	-318.08	0.00	-318.08	318.08	0.00%
402-531-10-10-00	Wages & OT - Stormwater Administration	98,193.24	7,174.15	7,413.77	14,587.92	83,605.32	85.14%
402-531-10-20-00	Benefits - Stormwater Administration	37,273.59	3,187.50	3,144.93	6,332.43	30,941.16	83.01%
402-531-10-31-00	Operating Supplies - Stormwater Administration	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
402-531-10-31-01	Office Supplies - Stormwater Administration	200.00	0.00	15.50	15.50	184.50	92.25%
402-531-10-41-00	Professional Services - Stormwater Administration	10,000.00	323.28	35.13	358.41	9,641.59	96.42%
402-531-10-43-00	Travel - Stormwater	2,000.00	4.44	41.30	45.74	1,954.26	97.71%
402-531-10-44-01	Advertising - Stormwater	500.00	0.00	71.48	71.48	428.52	85.70%
402-531-10-46-00	Insurance - Stormwater	26,800.00	26,985.66	0.00	26,985.66	-185.66	-0.69%
402-531-10-49-00	Miscellaneous - Stormwater	5,000.00	65.85	93.94	159.79	4,840.21	96.80%
402-531-10-49-01	Reg/Fees - Training Classes Stormwater Admin	2,500.00	0.00	0.00	0.00	2,500.00	100.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
402-531-20-10-00	Wages & OT - Stormwater Engineering	53,932.45	4,294.16	4,363.90	8,658.06	45,274.39	83.95%
402-531-20-20-00	Benefits - Stormwater Engineering	22,149.22	2,374.81	2,337.55	4,712.36	17,436.86	78.72%
402-531-20-31-00	Operating Supplies - Stormwater Engineering	0.00	0.00	86.95	86.95	-86.95	0.00%
402-531-20-41-00	Professional Services - Stormwater Engineering	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
402-531-20-42-00	Communications - Stormwater Engineering	0.00	81.27	0.00	81.27	-81.27	0.00%
402-531-27-10-00	Stormwater Utilities - Salaries & Wages	64,273.51	4,888.98	4,863.17	9,752.15	54,521.36	84.83%
402-531-27-20-00	Stormwater Utilities - Personnel Benefits	24,257.94	2,141.48	2,072.69	4,214.17	20,043.77	82.63%
402-531-27-31-00	Stormwater Utilities - Operating Supplies	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-27-31-01	Stormwater Utilities - Office Supplies	250.00	0.00	8.99	8.99	241.01	96.40%
402-531-27-41-00	Stormwater Utilities - Professional Services	9,110.00	976.02	1,770.93	2,746.95	6,363.05	69.85%
402-531-27-42-00	Stormwater Utilities - Communications	2,600.00	157.27	166.45	323.72	2,276.28	87.55%
402-531-27-43-00	Stormwater Utilities - Travel	400.00	0.00	11.31	11.31	388.69	97.17%
402-531-27-48-00	Stormwater Utilities - Repairs & Maintenance	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
402-531-27-49-00	Stormwater Utilities - Miscellaneous	50.00	0.00	10.50	10.50	39.50	79.00%
402-531-27-49-01	Stormwater Utilities - Reg/Fees - Train & Seminars	500.00	6.50	56.15	62.65	437.35	87.47%
402-531-50-10-00	Wages & OT - Stormwater Maintenance	102,113.18	8,164.01	8,462.00	16,626.01	85,487.17	83.72%
402-531-50-20-00	Benefits - Stormwater Maintenance	64,315.70	6,033.21	6,028.59	12,061.80	52,253.90	81.25%
402-531-50-20-01	Benefits - Uniforms	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
402-531-50-31-00	Operating Supplies - Stormwater Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-50-35-00	Small Tools/Equipment - Stormwater Maintenan	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
402-531-50-41-00	Professional Services - Stormwater Maintenance	750.00	0.00	0.00	0.00	750.00	100.00%
402-531-50-43-00	Travel - Stormwater Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-50-48-00	Repairs & Maintenance - Stormwater Maintenanc	1,500.00	0.00	0.00	0.00	1,500.00	100.00%
402-531-50-49-01	County 911 / Dispatch Services	1,000.00	272.48	0.00	272.48	727.52	72.75%
402-531-50-49-96	Interfund Rentals - O&M - Stormwater Maintenan	25,000.00	0.00	0.00	0.00	25,000.00	100.00%
402-531-70-43-00	Travel - DOE Inter Agreement - Hazardous Waste	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-80-31-00	Operating Supplies - Stormwater Operations/Gen	200.00	0.00	0.00	0.00	200.00	100.00%
402-531-80-42-00	Communications - Stormwater Maintenance	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-80-43-00	Travel Expense - Stormwater Operations/General	500.00	0.00	0.00	0.00	500.00	100.00%
402-531-80-49-01	Registration/Fees - Training Classes Stormwater	3,000.00	0.00	0.00	0.00	3,000.00	100.00%
402-531-90-41-00	Professional Financial / Banking Costs	225.00	0.00	0.00	0.00	225.00	100.00%
402-597-00-04-03	Interfund Transfer - SW Operating To SW Capital	100,000.00	0.00	0.00	0.00	100,000.00	100.00%
Totals:		8,285.83	10,608.35	-10,161.11	447.24	7,838.59	

Totals:

		8,285.83	10,608.35	-10,161.11	447.24	7,838.59	
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Totals:

		8,285.83	10,608.35	-10,161.11	447.24	7,838.59	
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Totals:

		8,285.83	10,608.35	-10,161.11	447.24	7,838.59	
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403 - Stormwater Capital Reserve Fund

403-334-00-10-43	State Grant From Legislature	-555,000.00	0.00	0.00	0.00	-555,000.00	-100.00%
403-334-03-10-01	Dept Of Ecology - SFAP	-700,000.00	0.00	0.00	0.00	-700,000.00	-100.00%
403-334-03-10-02	St Dir/Ind Grt Fr Dept Of Ecol-Stormwater Capit	-558,365.00	0.00	0.00	0.00	-558,365.00	-100.00%
403-334-03-80-43	State Grant From TIB	-730,000.00	0.00	0.00	0.00	-730,000.00	-100.00%
403-361-10-04-03	Unrealized Gain/Loss	0.00	504.41	400.24	904.65	-904.65	0.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
403-361-11-04-03	Investment Interest - Stormwater Capital Resv Fun	-2,000.00	-988.55	-24.41	-1,012.96	-987.04	-49.35%
403-361-30-04-03	Realized Gain/Loss On Investments	0.00	185.28	0.00	185.28	-185.28	0.00%
403-361-41-04-03	Investment Interest - Purchased	0.00	-70.28	0.00	-70.28	70.28	0.00%
403-397-00-04-03	Interfund Transfer - SW Operating To SW Capital	-100,000.00	0.00	0.00	0.00	-100,000.00	-100.00%
403-397-00-04-04	IF Trans From CE For ARPA Expenses (CFDA #21.02	-7,446.00	0.00	0.00	0.00	-7,446.00	-100.00%
403-531-10-41-41	Banking Service Fee/Charges - SW Cap Res Fund	0.00	1.11	1.80	2.91	-2.91	0.00%
403-591-31-70-00	Principal Payment - Street Sweeper LTGO Bond 20	47,305.76	0.00	0.00	0.00	47,305.76	100.00%
403-592-31-80-00	Interest Payment - Street Sweeper LTGO Bond 201	1,395.52	0.00	0.00	0.00	1,395.52	100.00%
403-594-31-61-00	Stormwater Land And Land Improvements	7,366.67	0.00	1,170.52	1,170.52	6,196.15	84.11%
403-594-31-63-02	Stormwater System Design Engineering	325,302.00	0.00	1,865.47	1,865.47	323,436.53	99.43%
403-594-31-63-03	Stormwater System Design Eng - Grant Funded	1,288,365.00	0.00	4,813.19	4,813.19	1,283,551.81	99.63%
403-594-31-64-00	Stormwater Machinery & Equipment	225,000.00	0.00	0.00	0.00	225,000.00	100.00%
403-594-31-64-01	Stormwater Machinery & Equipment - Grant Fund	750,000.00	0.00	0.00	0.00	750,000.00	100.00%
Totals:		-8,076.05	-368.03	8,226.81	7,858.78	-15,934.83	
Totals:		-8,076.05	-368.03	8,226.81	7,858.78	-15,934.83	
Totals:		-8,076.05	-368.03	8,226.81	7,858.78	-15,934.83	
403 - Stormwater Capital Reserve Fund Totals:							
410 - Water Capital Reserve Fund							
410-321-50-00-40	Utility Permits	-428,857.00	0.00	0.00	0.00	-428,857.00	-100.00%
410-331-97-00-00	Fed Dir Grt Fr Dept Of Homeland Security	-1,300,000.00	0.00	0.00	0.00	-1,300,000.00	-100.00%
410-334-00-10-41	State Grant From Legislature	-1,769,187.50	0.00	0.00	0.00	-1,769,187.50	-100.00%
410-334-04-20-40	State Grant From Dept Of Commerce	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
410-361-11-00-42	Investment Interest - Water Equip Reserv	-12,000.00	-4,043.26	-2,516.06	-6,559.32	-5,440.68	-45.34%
410-361-42-00-41	Interest Income - Private Loans	-1,300.00	0.00	-200.00	-200.00	-1,100.00	-84.62%
410-362-00-50-13	Lease Paym(Annual)-Consol Irrigation District #14	-75,000.00	0.00	0.00	0.00	-75,000.00	-100.00%
410-362-00-50-14	Lease Payment (Annual) - WWU	-25,000.00	0.00	0.00	0.00	-25,000.00	-100.00%
410-367-00-00-00	Developer Proceeds	-50,000.00	0.00	0.00	0.00	-50,000.00	-100.00%
410-367-00-04-11	Principal Payments On Private Loans For Infrast	0.00	0.00	-558.82	-558.82	558.82	0.00%
410-391-80-04-14	DOC PWTF Loan PC22-96103-062	-1,619,868.00	0.00	0.00	0.00	-1,619,868.00	-100.00%
410-391-80-04-16	DOC PWTF Loan PR22-96103-011	-106,372.00	0.00	0.00	0.00	-106,372.00	-100.00%
410-397-34-00-41	IF Trans-Rev Reserved For Rate-funded Capital	-100,000.00	0.00	0.00	0.00	-100,000.00	-100.00%
410-397-34-00-95	INF Equip/Veh Lease/Repl.	-100,000.00	0.00	0.00	0.00	-100,000.00	-100.00%
410-534-10-41-41	Banking Service Fees/Charges - W Cap Res Fund	280.00	2.96	2.79	5.75	274.25	97.95%
410-594-34-61-41	Water Utility Land And Land Improvements	7,366.67	0.00	1,175.94	1,175.94	6,190.73	84.04%
410-594-34-63-03	Water Utility Capital Expenditures	4,733,850.00	29,622.83	21,877.91	51,500.74	4,682,349.26	98.91%
410-594-34-63-09	Water Util Cap Expenditure-DOC PWTF PC22-961	187,500.00	0.00	0.00	0.00	187,500.00	100.00%
410-594-34-64-41	Water Utility Equipment	250,000.00	0.00	0.00	0.00	250,000.00	100.00%
410-597-00-04-31	Transfer To 431	140,000.00	0.00	0.00	0.00	140,000.00	100.00%
Totals:		-318,587.83	25,582.53	19,781.76	45,364.29	-363,952.12	
Totals:		-318,587.83	25,582.53	19,781.76	45,364.29	-363,952.12	
Totals:		-318,587.83	25,582.53	19,781.76	45,364.29	-363,952.12	

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	410 - Water Capital Reserve Fund Totals:	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
411 - Wastewater Capital Reserve Fund								
411-321-50-00-41	Utility Permits		-350,000.00	0.00	0.00	0.00	-350,000.00	-100.00%
411-331-10-04-03	Fed Dir Grt Fr Dept Of Agriculture - USDA SWSEW		-3,500,000.00	0.00	0.00	0.00	-3,500,000.00	-100.00%
411-331-11-00-01	Fed Dir Grt Fr The Department Of Commerce.		-3,510,000.00	0.00	0.00	0.00	-3,510,000.00	-100.00%
411-334-00-14-11	State Grant From Legislature		-3,000,000.00	0.00	0.00	0.00	-3,000,000.00	-100.00%
411-334-03-10-08	DOE Grant - WWTP		-750,000.00	0.00	-7,220.22	-7,220.22	-742,779.78	-99.04%
411-334-04-20-42	State Dir/Ind Grant From Department Of Commer		-1,740,000.00	0.00	0.00	0.00	-1,740,000.00	-100.00%
411-361-10-00-43	Unrealized Gain/Loss		0.00	5,808.44	4,608.81	10,417.25	-10,417.25	0.00%
411-361-11-00-43	Investment Interest - WW Equip Resev		-20,000.00	-10,459.45	-279.45	-10,738.90	-9,261.10	-46.31%
411-361-30-00-43	Realized Gain/Loss On Investments		0.00	2,133.53	0.00	2,133.53	-2,133.53	0.00%
411-361-41-00-43	Investment Interest - Purchased		0.00	-809.25	0.00	-809.25	809.25	0.00%
411-391-80-04-11	DOE CWSRF Loan		-750,000.00	0.00	-97,179.18	-97,179.18	-652,820.82	-87.04%
411-391-80-04-13	DOC PWTF Loan PC22-96103-051		-1,237,205.00	0.00	0.00	0.00	-1,237,205.00	-100.00%
411-397-40-14-11	Transfer For Rate Funded Capital		-300,000.00	0.00	0.00	0.00	-300,000.00	-100.00%
411-397-41-24-11	Transfer Of Surplus To Capital Reserve		-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
411-535-10-41-41	Banking Service Fees/Charges - WW Cap Res Fund		0.00	12.82	20.73	33.55	-33.55	0.00%
411-594-35-61-00	Wastewater Land And Land Improvements		7,366.67	0.00	1,175.94	1,175.94	6,190.73	84.04%
411-594-35-63-01	Other Improvements		100,000.00	0.00	0.00	0.00	100,000.00	100.00%
411-594-35-63-04	Other Improvements		5,000,000.00	80,761.04	52,260.30	133,021.34	4,866,978.66	97.34%
411-594-35-63-05	Other Improvements - DOE Grant Funded		3,000,000.00	0.00	0.00	0.00	3,000,000.00	100.00%
411-594-35-63-06	Other Improvements - DOE Loan Funded		1,000,000.00	0.00	0.00	0.00	1,000,000.00	100.00%
411-594-35-64-41	Wastewater Capital Equipment		5,123,206.00	10,682.17	10,267.17	20,949.34	5,102,256.66	99.59%
411-594-35-64-42	Wstwtr Cap Equip - DOE PWTFB Loan PC22-96103		1,237,205.00	0.00	0.00	0.00	1,237,205.00	100.00%
Totals:			110,572.67	88,129.30	-36,345.90	51,783.40	58,789.27	
Totals:			110,572.67	88,129.30	-36,345.90	51,783.40	58,789.27	
Totals:			110,572.67	88,129.30	-36,345.90	51,783.40	58,789.27	
411 - Wastewater Capital Reserve Fund Totals:								
412 - Wastewater Debt Service Fund								
412-343-50-00-51	LT Debt Collection For Sewer Utility		-620,000.00	-48,548.10	-48,695.88	-97,243.98	-522,756.02	-84.32%
412-361-11-00-44	Investment Interest Earned		-15,000.00	-4,116.71	-2,942.01	-7,058.72	-7,941.28	-52.94%
412-535-10-41-42	Banking Service Fees/Charges - WW LTD Res Fund		25.00	3.47	3.26	6.73	18.27	73.08%
412-591-35-78-13	Loan Payment PWTF - Principal PC22-96103-051		74,985.57	0.00	0.00	0.00	74,985.57	100.00%
412-591-35-78-53	Loan Payment USDA - SW SEWER Principal		57,227.14	57,227.14	0.00	57,227.14	0.00	0.00%
412-591-35-78-54	Loan Payment DOE SW SEWER Principal		106,661.58	0.00	0.00	0.00	106,661.58	100.00%
412-591-35-78-55	Loan Payment DOE WWTP Design Principal		83,753.34	0.00	0.00	0.00	83,753.34	100.00%
412-592-35-83-13	Interest Payment PWTF Loan - PC22-96103-051		15,430.10	0.00	0.00	0.00	15,430.10	100.00%
412-592-35-83-53	Interest Payment USDA Loan - SW SEWER		31,290.86	31,290.86	0.00	31,290.86	0.00	0.00%
412-592-35-83-54	Interest Payment DOE Loan - SW SEWER		26,897.52	0.00	0.00	0.00	26,897.52	100.00%
412-592-35-83-55	Interest Payment DOE Loan - WWTP Design		35,657.28	0.00	0.00	0.00	35,657.28	100.00%
412-597-41-24-11	Transfer Of Surplus To Capital Reserve		200,000.00	0.00	0.00	0.00	200,000.00	100.00%
Totals:			-3,071.61	35,856.66	-51,634.63	-15,777.97	12,706.36	

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Totals:		-3,071.61	35,856.66	-51,634.63	-15,777.97	12,706.36	
Totals:		-3,071.61	35,856.66	-51,634.63	-15,777.97	12,706.36	
412 - Wastewater Debt Service Fund Totals:							
413 - Water Capital Improvement Reserve Fund							
Capital Reserve Fund Collections							
413-343-40-01-43	Interest - Water Capital Reserve Fund	-1,292,629.20	-85,462.38	-84,820.40	-170,282.78	-1,122,346.42	-86.83%
413-361-11-00-13	IF Trans From Water Const Fund #431 To WCIR #4	-25,000.00	-4,454.37	-3,983.85	-8,438.22	-16,561.78	-66.25%
413-397-00-00-43	Banking Service Fees/Charges - W LTD Res Fund	-350,000.00	0.00	0.00	0.00	-350,000.00	-100.00%
413-534-10-41-43	Loan Payment SRF Principal 04-65104-005	35.00	4.70	4.42	9.12	25.88	73.94%
413-591-34-78-00	Loan Payment SRF Principal 04-65104-005	87,599.40	0.00	0.00	0.00	87,599.40	100.00%
413-591-34-78-01	Loan Payment PWTF Principal PW-05-691-010	168,885.24	0.00	0.00	0.00	168,885.24	100.00%
413-591-34-78-04	Principal PWTF Loan 2007 PC08-951-011	253,664.48	0.00	0.00	0.00	253,664.48	100.00%
413-591-34-78-05	Loan Payment DOH Well #1 Principal DWL23476	65,359.05	0.00	0.00	0.00	65,359.05	100.00%
413-591-34-78-06	Loan Payment DOH Well #1 Principal DWL23478	25,535.73	0.00	0.00	0.00	25,535.73	100.00%
413-591-34-78-07	Loan Payment DOH Well #2 Principal DWL23479	89,316.05	0.00	0.00	0.00	89,316.05	100.00%
413-591-34-78-08	Loan Payment DOH Well #2 Principal DWL 24936	128,608.04	0.00	0.00	0.00	128,608.04	100.00%
413-591-34-78-09	Loan Payment PWTF Principal PC22-96103-055	44,315.80	0.00	0.00	0.00	44,315.80	100.00%
413-591-34-78-14	Loan Payment PWTF Principal PC22-96103-062	93,779.74	0.00	0.00	0.00	93,779.74	100.00%
413-591-34-78-16	Loan Payment PWTF Principal PR22-96103-011	116,120.05	0.00	0.00	0.00	116,120.05	100.00%
413-592-34-83-00	Loan Payment SRF Interest 04-65104-005	2,627.98	0.00	0.00	0.00	2,627.98	100.00%
413-592-34-83-01	Loan Payment PWTF Interest PW-05-691-010	1,688.86	0.00	0.00	0.00	1,688.86	100.00%
413-592-34-83-04	Interest PWTF Loan 2007 PC08-951-011	6,341.61	0.00	0.00	0.00	6,341.61	100.00%
413-592-34-83-05	Interest Payment DOH Well #1 Interest DWL2347	12,418.22	0.00	0.00	0.00	12,418.22	100.00%
413-592-34-83-06	Interest Payment DOH Well #1 Interest DWL2347	5,314.21	0.00	0.00	0.00	5,314.21	100.00%
413-592-34-83-07	Interest Payment DOH Well #2 Interest DWL2347	24,024.73	0.00	0.00	0.00	24,024.73	100.00%
413-592-34-83-08	Interest Payment DOH Well #2 Interest DWL2493	44,116.17	0.00	0.00	0.00	44,116.17	100.00%
413-592-34-83-09	Loan Payment PWTF Interest PC22-96103-055	7,498.23	0.00	0.00	0.00	7,498.23	100.00%
413-592-34-83-14	Interest Payment PWTF PC22-96103-062	19,297.46	0.00	0.00	0.00	19,297.46	100.00%
413-592-34-83-16	Interest Payment PWTF PR22-96103-011	1,645.00	0.00	0.00	0.00	1,645.00	100.00%
413-597-00-42-50	Transfer To 425	332,100.00	0.00	0.00	0.00	332,100.00	100.00%
Totals:		-137,338.15	-89,912.05	-88,799.83	-178,711.88	41,373.73	
Totals:		-137,338.15	-89,912.05	-88,799.83	-178,711.88	41,373.73	
Totals:		-137,338.15	-89,912.05	-88,799.83	-178,711.88	41,373.73	
413 - Water Capital Improvement Reserve Fund Totals:							
425 - Water Revenue Bond Fund							
425-361-11-00-25	Investment Interest	-10,000.00	-1,321.28	-1,038.33	-2,359.61	-7,640.39	-76.40%
425-397-00-42-50	Transfer From 413	-332,100.00	0.00	0.00	0.00	-332,100.00	-100.00%
425-535-10-41-44	Banking Service Fees/Charges - W/S Debt Res Fun	0.00	1.22	1.15	2.37	-2.37	0.00%
425-591-34-70-17	Principle Payment On 2017 Revenue Bonds	225,000.00	0.00	0.00	0.00	225,000.00	100.00%
425-592-34-83-17	Interest Payment Of 2017 Revenue Bonds	88,200.00	0.00	0.00	0.00	88,200.00	100.00%
Totals:		-28,900.00	-1,320.06	-1,037.18	-2,357.24	-26,542.76	
Totals:		-28,900.00	-1,320.06	-1,037.18	-2,357.24	-26,542.76	

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
Totals:		-28,900.00	-1,320.06	-1,037.18	-2,357.24	-26,542.76	
425 - Water Revenue Bond Fund Totals:		-28,900.00	-1,320.06	-1,037.18	-2,357.24	-26,542.76	
426 - Water Bond Reserve Fund							
426-361-11-00-31	Interest Earned	4,000.00	-537.37	-429.22	-966.59	-3,033.41	-75.84%
426-534-10-41-45	Banking Service Fees/Charges - W/S Bond Res Fun	802.20	0.51	0.48	0.99	801.21	99.88%
Totals:		-3,197.80	-536.86	-428.74	-965.60	-2,232.20	
Totals:		-3,197.80	-536.86	-428.74	-965.60	-2,232.20	
Totals:		-3,197.80	-536.86	-428.74	-965.60	-2,232.20	
426 - Water Bond Reserve Fund Totals:		-3,197.80	-536.86	-428.74	-965.60	-2,232.20	
431 - Water System Construction Fund							
431-361-10-00-31	Unrealized Gain/Loss	0.00	2,591.40	2,056.19	4,647.59	-4,647.59	0.00%
431-361-11-00-31	Investment Interest	-10,000.00	-4,314.15	-124.22	-4,438.37	-5,561.63	-55.62%
431-361-30-00-31	Realized Gain/Loss On Investments	0.00	951.86	0.00	951.86	-951.86	0.00%
431-361-41-00-31	Investment Interest - Purchased	0.00	-361.04	0.00	-361.04	361.04	0.00%
431-397-00-04-31	Transfer From 410	-140,000.00	0.00	0.00	0.00	-140,000.00	-100.00%
431-397-00-04-32	Transfer From Water Fund 400	-200,000.00	0.00	0.00	0.00	-200,000.00	-100.00%
431-534-10-49-31	Banking Service Fees/Charges - W Const Fund	0.00	5.72	9.25	14.97	-14.97	0.00%
431-597-00-00-43	IF Trans To WCR #413 From Water Const Fund #4	350,000.00	0.00	0.00	0.00	350,000.00	100.00%
Totals:		0.00	-1,126.21	1,941.22	815.01	-815.01	
Totals:		0.00	-1,126.21	1,941.22	815.01	-815.01	
Totals:		0.00	-1,126.21	1,941.22	815.01	-815.01	
431 - Water System Construction Fund Totals:		0.00	-1,126.21	1,941.22	815.01	-815.01	
440 - Ambulance							
440-332-93-40-10	Ground Emerg Med Transport (GEMT) Payment Pr	-65,000.00	0.00	0.00	0.00	-65,000.00	-100.00%
440-342-21-41-02	Emergency Medical Services	-613,240.00	-1,494.68	0.00	-1,494.68	-611,745.32	-99.76%
440-342-60-00-06	Ambulance Charges	-250,000.00	-46,020.94	-42,971.08	-88,992.02	-161,007.98	-64.40%
440-342-60-00-07	Misc Util Fees/Activation Fees	-500.00	-45.75	-14.25	-60.00	-440.00	-88.00%
440-342-60-00-10	Ambulance Services - Commercial/State Insuranc	-120,000.00	-6,901.84	-12,588.89	-19,490.73	-100,509.27	-83.76%
440-342-60-00-20	Ambulance Services - Medicare	-130,000.00	-13,296.45	-31,383.44	-44,679.89	-85,320.11	-65.63%
440-342-60-00-30	Ambulance Services - Medicaid	-25,000.00	-873.49	-3,108.68	-3,982.17	-21,017.83	-84.07%
440-342-60-00-40	Ambulance Services - Self Pay	-50,000.00	-1,706.81	-729.50	-2,436.31	-47,563.69	-95.13%
440-342-60-00-50	Ambulance Services - Restitution	-100.00	0.00	0.00	0.00	-100.00	-100.00%
440-359-90-00-43	Penalty/Late Fee - Ambulance	-200.00	-58.47	-80.29	-138.76	-61.24	-30.62%
440-361-11-00-24	Investment Interest - EMS	-3,000.00	-1,020.72	-1.58	-1,022.30	-1,977.70	-65.92%
440-522-24-10-00	Wages & OT - EMS Admin	100,280.57	8,050.61	8,333.43	16,384.04	83,896.53	83.66%
440-522-24-10-80	Wages & OT - EMS Rescue & Emergency	374,469.18	33,306.22	36,009.41	69,315.63	305,153.55	81.49%
440-522-24-10-81	Stipends (Volunteers) - EMS	85,000.00	6,824.00	6,577.93	13,401.93	71,598.07	84.23%
440-522-24-20-00	Benefits - EMS Admin	29,111.82	2,993.41	2,665.17	5,658.58	23,453.24	80.56%
440-522-24-20-80	Benefits - EMS Rescue & Emergency	123,835.58	14,290.10	14,148.29	28,438.39	95,397.19	77.04%
440-522-24-20-81	Benefits - (Volunteers) - EMS	8,855.00	1,194.33	522.45	1,716.78	7,138.22	80.61%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
440-522-24-31-00	Operating Supplies - EMS Administration	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
440-522-24-31-03	Operating Supplies - EMS Training	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
440-522-24-31-80	Operating Supplies - EMS Rescue & Emergency	11,000.00	29.96	0.00	29.96	10,970.04	99.73%
440-522-24-31-83	Radios/Pagers - Parts & Supplies - EMS	300.00	0.00	0.00	0.00	300.00	100.00%
440-522-24-35-80	Sm Tools / Equipment - EMS Rescue & Emergency	50,000.00	0.00	0.00	0.00	50,000.00	100.00%
440-522-24-41-80	Professional Services - EMS Rescue & Emergency	15,000.00	38.44	2,036.98	2,075.42	12,924.58	86.16%
440-522-24-41-81	Professional Financial / Banking Costs	200.00	0.00	0.00	0.00	200.00	100.00%
440-522-24-42-80	Communication - EMS Rescue & Emergency	200.00	1.97	30.88	32.85	167.15	83.58%
440-522-24-43-00	Travel - EMS	3,000.00	0.35	15.98	16.33	2,983.67	99.46%
440-522-24-49-00	Miscellaneous - EMS Admin	100.00	43.70	6.03	49.73	50.27	50.27%
440-522-24-49-01	Reg/Fees - Training Classes & Seminars - EMS	5,000.00	0.00	0.00	0.00	5,000.00	100.00%
440-522-24-49-02	Intergov Services - Dispatch Charges - EMS	36,000.00	0.00	17,242.50	17,242.50	18,757.50	52.10%
440-522-24-49-80	Miscellaneous - EMS Rescue & Emergency	100.00	0.00	0.00	0.00	100.00	100.00%
440-522-24-49-96	Interfund Rentals - O & M	30,000.00	0.00	0.00	0.00	30,000.00	100.00%
440-522-27-10-00	Ambulance Utilities - Salaries & Wages	16,387.32	1,240.81	1,266.37	2,507.18	13,880.14	84.70%
440-522-27-20-00	Ambulance Utilities - Personnel Benefits	6,192.07	563.01	551.54	1,114.55	5,077.52	82.00%
440-522-27-31-01	Ambulance Utilities - Office Supplies	0.00	0.00	0.65	0.65	-0.65	0.00%
440-522-27-41-00	Ambulance Utilities - Professional Services	5,650.00	628.89	2,923.87	3,552.76	2,097.24	37.12%
440-522-27-43-00	Ambulance Utilities - Travel	0.00	0.00	4.35	4.35	-4.35	0.00%
440-522-27-49-00	Ambulance Utilities - Miscellaneous	0.00	0.00	2.25	2.25	-2.25	0.00%
440-522-27-49-01	Ambulance Utilities - Reg/Fees - Train & Seminars	0.00	2.50	12.03	14.53	-14.53	0.00%
440-594-22-64-80	Equipment - Radios & Pagers (EMS)	2,000.00	0.00	0.00	0.00	2,000.00	100.00%
440-597-00-15-23	Interfund Transfer	325,000.00	0.00	0.00	0.00	325,000.00	100.00%
Totals:		-23,358.46	-2,210.85	1,472.40	-738.45	-22,620.01	
Totals:		-23,358.46	-2,210.85	1,472.40	-738.45	-22,620.01	
Totals:		-23,358.46	-2,210.85	1,472.40	-738.45	-22,620.01	
440 - Ambulance Totals:		-23,358.46	-2,210.85	1,472.40	-738.45	-22,620.01	
500 - Equipment Rental & Replacement							
500-348-65-00-01	INF - O & M	-690,000.00	0.00	0.00	0.00	-690,000.00	-100.00%
500-361-10-00-50	Unrealized Gain/Loss	0.00	290.81	230.75	521.56	-521.56	0.00%
500-361-11-00-50	Investment Interest	-1,500.00	-646.99	-13.98	-660.97	-839.03	-55.94%
500-361-30-00-50	Realized Gain/Loss On Investments	0.00	106.79	0.00	106.79	-106.79	0.00%
500-361-41-00-50	Investment Interest - Purchased	0.00	-40.53	0.00	-40.53	40.53	0.00%
500-362-00-00-00	Equip & Vehicle Rental	-3,000.00	-136.99	-151.41	-288.40	-2,711.60	-90.39%
500-397-00-00-50	Transfer From CE For Police Vehicle Purchase	0.00	0.00	-5,000.00	-5,000.00	5,000.00	0.00%
500-548-68-10-00	Wages & OT	123,175.64	10,769.06	10,509.35	21,278.41	101,897.23	82.73%
500-548-68-20-00	Benefits	65,661.93	6,890.41	6,808.69	13,699.10	51,962.83	79.14%
500-548-68-20-01	Benefits - Uniforms	1,000.00	0.00	0.00	0.00	1,000.00	100.00%
500-548-68-31-00	Operating Supplies - General	90,000.00	857.13	11,560.09	12,417.22	77,582.78	86.20%
500-548-68-32-00	Fuel Consumed	120,000.00	0.00	9,362.85	9,362.85	110,637.15	92.20%
500-548-68-35-00	Small Tools / Equipment	15,000.00	0.00	179.98	179.98	14,820.02	98.80%
500-548-68-44-00	External Taxes	700.00	0.00	0.00	0.00	700.00	100.00%

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Account	Name	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
500-548-68-48-00	Repairs / Maintenance	90,000.00	54.33	2,188.02	2,242.35	87,757.65	97.51%
500-548-70-10-00	Wages & OT	19,274.08	1,513.86	1,565.28	3,079.14	16,194.94	84.02%
500-548-70-20-00	Personnel Benefits	6,881.45	721.08	721.64	1,442.72	5,438.73	79.03%
500-548-70-31-00	Operating Supplies - ER&R Administration	100.00	0.00	0.00	0.00	100.00	100.00%
500-548-70-31-01	Office Supplies - ER&R Administration	500.00	0.00	619.28	619.28	-119.28	-23.86%
500-548-70-35-00	Small Tools / Equipment	150.00	0.00	0.00	0.00	150.00	100.00%
500-548-70-41-00	Professional Services	800.00	0.00	15.65	15.65	784.35	98.04%
500-548-70-42-00	Communication	600.00	2.61	41.17	43.78	556.22	92.70%
500-548-70-43-00	Travel	4,000.00	3.66	0.00	3.66	3,996.34	99.91%
500-548-70-44-01	Advertising	500.00	0.00	0.00	0.00	500.00	100.00%
500-548-70-46-00	Insurance	89,500.00	90,179.34	0.00	90,179.34	-679.34	-0.76%
500-548-70-46-00	Public Utility Services	7,000.00	1,028.41	1,146.23	2,174.64	4,825.36	68.93%
500-548-70-47-00	Miscellaneous	500.00	4.50	0.00	4.50	495.50	99.10%
500-548-70-49-00	Registrations/Fees - Training Classes & Seminars	4,000.00	0.00	0.00	0.00	4,000.00	100.00%
500-548-70-49-01	Professional Financial / Banking Costs	400.00	0.63	1.03	1.66	398.34	99.59%
500-594-22-64-76	Fire Mobilization Equipment	500.00	0.00	0.00	0.00	500.00	100.00%
500-594-48-64-00	Machinery / Equipment	6,875.94	0.00	0.00	0.00	6,875.94	100.00%
500-594-48-64-01	Machinery / Equipment	22,000.00	0.00	0.00	0.00	22,000.00	100.00%
500-594-48-64-02	Machinery / Equipment	20,000.00	0.00	0.00	0.00	20,000.00	100.00%
Totals:		-5,380.96	111,598.11	39,784.62	151,382.73	-156,763.69	
Totals:		-5,380.96	111,598.11	39,784.62	151,382.73	-156,763.69	
Totals:		-5,380.96	111,598.11	39,784.62	151,382.73	-156,763.69	
500 - Equipment Rental & Replacement Totals:		-5,380.96	111,598.11	39,784.62	151,382.73	-156,763.69	
625 - Flexible Benefits Plan Fund							
625-389-40-00-73	Trust Contribs Employee	-12,000.00	0.00	-3,558.07	-3,558.07	-8,441.93	-70.35%
625-389-60-00-01	Investment Interest	0.00	-0.09	-0.09	-0.18	0.18	0.00%
625-589-40-00-73	Unreimbursed Medical Pays	12,000.00	3,011.81	1,607.37	4,619.18	7,380.82	61.51%
Totals:		0.00	3,011.72	-1,950.79	1,060.93	-1,060.93	
Totals:		0.00	3,011.72	-1,950.79	1,060.93	-1,060.93	
Totals:		0.00	3,011.72	-1,950.79	1,060.93	-1,060.93	
625 - Flexible Benefits Plan Fund Totals:		0.00	3,011.72	-1,950.79	1,060.93	-1,060.93	
Report Total:		695,527.80	729,128.71	74,353.85	803,482.56	-107,954.76	

Detail vs Budget Report

Date Range: 02/01/2024 - 02/29/2024

Fund Summary

Fund	Fiscal Budget	Beginning Balance	Total Activity	Ending Balance	Budget Remaining	% Remaining
001 - Current Expense Fund	-2,602.59	409,624.81	229,818.67	639,443.48	-642,046.07	
005 - Current Expense Reserve Fund	-4,980.00	-608.35	778.92	170.57	-5,150.57	
012 - Technology Reserve Fund	108,981.11	2,366.12	-29,726.29	-27,360.17	136,341.28	
061 - Employee Benefit Reserve Fund	58,475.00	608.03	1,754.75	2,362.78	56,112.22	
100 - Street Fund	85,348.82	56,807.81	26,023.86	82,831.67	2,517.15	
120 - Criminal Justice Fund	228.00	-3,001.35	19,428.69	16,427.34	-16,199.34	
121 - Forfeited Proceeds Fund	-20.00	-2.60	3.35	0.75	-20.75	
130 - Hotel/Motel Tax	-2,097.00	-2,516.56	-184.97	-2,701.53	604.53	
201 - ULTGO Bond Fund	-100.00	-26.50	349.96	323.46	-423.46	
301 - Street Capital Contribution Fund	-20,010.00	-0.14	-0.14	-0.28	-20,009.72	
305 - Capital Improvement Fund (REET)	555,445.15	-18,574.90	-27,671.44	-46,246.34	601,691.49	
306 - Capital Improvement Fund (REET 2)	996,809.22	-1,529.87	102,836.89	101,307.02	895,502.20	
309 - CDBG Projects Fund	0.00	-0.03	0.04	0.01	-0.01	
311 - Street Improvement Fund	-80,846.84	23,164.11	-27,988.76	-4,824.65	-76,022.19	
315 - Facility Maintenance Reserve Fund (CE	74,802.00	-706.53	9,175.92	8,469.39	66,332.61	
320 - Equipment Reserve Fund	483.00	6,926.60	5,401.29	12,327.89	-11,844.89	
330 - Economic Development Fund	-375.00	-17.01	29,984.08	29,967.07	-30,342.07	
340 - Economic Development Reserve Fund	0.00	-0.11	0.00	-0.11	0.11	0.00%
350 - Tax Benefit District Construction Fund	0.00	0.00	0.00	0.00	0.00	
360 - Tax Increment Financing Construction	0.00	0.00	0.00	0.00	0.00	
400 - Water Fund	29,847.73	49,315.81	-30,406.63	18,909.18	10,938.55	
401 - Wastewater Fund	-694,808.44	27,986.76	-116,072.97	-88,086.21	-606,722.23	
402 - Stormwater Fund	8,285.83	10,608.35	-10,161.11	447.24	7,838.59	
403 - Stormwater Capital Reserve Fund	-8,076.05	-368.03	8,226.81	7,858.78	-15,934.83	
410 - Water Capital Reserve Fund	-318,587.83	25,582.53	19,781.76	45,364.29	-363,952.12	
411 - Wastewater Capital Reserve Fund	110,572.67	88,129.30	-36,345.90	51,783.40	58,789.27	
412 - Wastewater Debt Service Fund	-3,071.61	35,856.66	-51,634.63	-15,777.97	12,706.36	
413 - Water Capital Improvement Reserve F	-137,338.15	-89,912.05	-88,799.83	-178,711.88	41,373.73	
425 - Water Revenue Bond Fund	-28,900.00	-1,320.06	-1,037.18	-2,357.24	-26,542.76	
426 - Water Bond Reserve Fund	-3,197.80	-536.86	-428.74	-965.60	-2,232.20	
431 - Water System Construction Fund	0.00	-1,126.21	1,941.22	815.01	-815.01	
440 - Ambulance	-23,358.46	-2,210.85	1,472.40	-738.45	-22,620.01	
500 - Equipment Rental & Replacement	-5,380.96	111,598.11	39,784.62	151,382.73	-156,763.69	
625 - Flexible Benefits Plan Fund	0.00	3,011.72	-1,950.79	1,060.93	-1,060.93	
Report Total:	695,527.80	729,128.71	74,353.85	803,482.56	-107,954.76	



City of College Place, WA

Vendor History Report
By Vendor Name
Posting Date Range -
Payment Date Range 02/01/2024 - 02/29/2024

Vendor History Report

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
Item Description				Amount					Dist Amount					
Vendor Set: 01 - Vendor Set 01														
14083 - Amazon Business Prime														
01/03/2024-02/19/2024	01/03/2024-02/19/2024			2/27/2024		DFT0001216	2/27/2024		6,891.31	73.47	596.15	0.00	7,560.93	7,560.93
Battery Backup		1.00	457.67	497.49	012-518-89-31-00		Operating Supplies - Data Processir		5,506.75	73.47	475.69	0.00	6,055.91	6,055.91
Weapon Light		3.00	129.56	422.49	001-521-40-31-00		Operating Supplies - Training			422.49				
Filing Cabinet - PW		3.00	117.31	382.56	400-534-10-31-01		Office Supplies - Administration			382.56				
Dell Monitor		2.00	159.00	345.66	012-518-89-31-00		Operating Supplies - Data Processir			345.66				
Headset		3.00	60.79	198.24	012-518-89-31-00		Operating Supplies - Data Processir			198.24				
Label Maker		1.00	180.00	195.66	500-548-70-31-01		Office Supplies - ER&R Administra			195.66				
Nightstick Flashlight		1.00	166.95	181.47	320-594-22-64-31		Vehicles/Equip Fire Department			181.47				
Nightstick Flashlight		1.00	166.95	181.47	320-594-22-64-31		Vehicles/Equip Fire Department			181.47				
Leatherman Tool		1.00	149.95	163.00	500-548-68-35-00		Small Tools / Equipment			163.00				
Battery		1.00	139.99	152.17	100-542-64-31-00		Operating Supplies - Traffic Control			152.17				
Husky Liners		1.00	137.49	149.45	320-594-21-64-32		Vehicles/Equip Police Department			149.45				
LED Headlights		1.00	125.99	136.95	500-548-68-31-00		Operating Supplies - General			136.95				
File Cabinet		1.00	93.00	133.69	400-534-10-31-00		Operating Supplies - Administration			133.69				
Husky Liners		1.00	115.81	125.89	500-548-68-31-00		Operating Supplies - General			125.89				
Husky Liners		1.00	115.81	125.89	500-548-68-31-00		Operating Supplies - General			125.89				
Filing Cabinet - PW		1.00	88.00	125.65	400-534-10-31-01		Office Supplies - Administration			125.65				
Boots - E. Gonzalez Allot		1.00	110.00	119.57	001-521-22-20-03		Patrol Equipment & Clothing Allow			119.57				
Turnout Gear Bag		2.00	53.89	117.19	001-522-20-31-00		Operating Supplies - Suppression			117.19				
Rubber Floor Mat		1.00	100.00	108.70	400-534-10-31-01		Office Supplies - Administration			108.70				
HDCP 64-bit Support		1.00	99.99	108.69	012-518-89-31-00		Operating Supplies - Data Processir			108.69				
Keyboard		1.00	84.98	92.37	012-518-89-31-00		Operating Supplies - Data Processir			92.37				
C. Kates 2024 Allotment		1.00	83.98	91.29	001-521-22-20-03		Patrol Equipment & Clothing Allow			91.29				
Waterproof Case		1.00	79.99	86.95	402-531-20-31-00		Operating Supplies - Stormwater Ei			86.95				
Replacement Earpiece a		1.00	69.95	74.71	001-521-22-31-00		Operating Supplies - Patrol			74.71				
Binder		6.00	10.98	71.61	001-522-20-31-00		Operating Supplies - Suppression			71.61				
WiFi Adaptor Card		1.00	65.56	71.26	012-518-89-31-00		Operating Supplies - Data Processir			71.26				
Glass Marbles - Wellnes		4.00	15.98	69.48	001-518-10-31-02		Operating Supplies - HR Wellness			69.48				
USB Stick		1.00	62.99	68.47	001-521-22-31-00		Operating Supplies - Patrol			68.47				
Key Chain Clips		4.00	15.09	65.61	001-522-20-31-00		Operating Supplies - Suppression			65.61				
Bonide Plant Spray		1.00	59.88	64.09	001-576-80-31-00		Operating Supplies - Parks			64.09				
Long Sleeve Shirt		2.00	27.88	60.62	001-521-22-20-01		Benefits Uniforms Patrol			60.62				
Dog Stretcher		1.00	44.55	59.30	001-554-30-31-00		Operating Supplies - Special Enforc			59.30				
Garbage Can Liners		1.00	52.89	57.49	001-518-20-31-00		Operating Supplies - Facilities			57.49				
Label Tape Cartridge		2.00	24.85	54.02	500-548-70-31-01		Office Supplies - ER&R Administra			54.02				
Label Tape Cartridge		1.00	40.90	44.46	500-548-70-31-01		Office Supplies - ER&R Administra			44.46				
Ink Cartridges		1.00	39.98	43.46	500-548-70-31-01		Office Supplies - ER&R Administra			43.46				
Ink Cartridges		1.00	39.98	43.46	500-548-70-31-01		Office Supplies - ER&R Administra			43.46				
Gopher Traps		1.00	39.73	42.02	001-576-80-31-00		Operating Supplies - Parks			42.02				
Orange Reflective Blade		1.00	38.60	41.96	500-548-68-31-00		Operating Supplies - General			41.96				
Heat Gun		1.00	35.99	39.12	500-548-68-31-00		Operating Supplies - General			39.12				

Vendor History Report

Posting Date Range -

Payable Number		Description		Units		Price	Post Date	1099	Payment Number	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
Item Description							Amount	Account Number			Dist Amount					
Stainless Steel Blade	1.00			35.99	39.12	500-548-68-31-00	Operating Supplies - General			39.12						
Stainless Steel Blade	1.00			35.99	39.12	500-548-68-31-00	Operating Supplies - General			39.12						
Label Tape Cartridge	1.00			34.90	37.94	500-548-70-31-01	Office Supplies - ER&R Administra			37.94						
Windshield Wiper	1.00			32.99	35.86	500-548-68-31-00	Operating Supplies - General			35.86						
HDMI Cable	1.00			31.99	34.77	012-518-89-31-00	Operating Supplies - Data Processir			34.77						
Desk Calendar	1.00			31.99	34.77	400-534-10-31-01	Office Supplies - Administration			34.77						
Label Tape Cartridge	1.00			31.90	34.68	500-548-70-31-01	Office Supplies - ER&R Administra			34.68						
Label Tape Cartridge	1.00			31.90	34.68	500-548-70-31-01	Office Supplies - ER&R Administra			34.68						
Resealable ID Badge Ho	1.00			30.87	33.56	001-576-81-31-01	Office Supplies - Parks Administrati			4.19						
						100-542-30-31-00	Operating Supplies - Traveled Way			8.39						
						400-534-50-31-00	Operating Supplies - Maintenance			16.78						
						402-531-10-31-01	Office Supplies - Stormwater Admi			4.20						
Avery Labels	2.00			15.12	32.87	001-522-20-31-00	Operating Supplies - Suppression			32.87						
Industrial Mop	1.00			29.95	32.56	001-518-20-31-00	Operating Supplies - Facilities			32.56						
Long Sleeve Shirt	2.00			15.98	32.18	001-521-22-20-01	Benefits Uniforms Patrol			32.18						
Drinking Water	2.00			14.72	32.00	001-513-10-49-00	Miscellaneous			32.00						
Label Tape Cartridge	1.00			28.35	30.82	500-548-70-31-01	Office Supplies - ER&R Administra			30.82						
Quick Release Strap	1.00			27.19	29.56	001-522-20-35-00	Sm Tools/Equipment			29.56						
Label Tape Cartridge	1.00			24.85	27.01	500-548-70-31-01	Office Supplies - ER&R Administra			27.01						
File Folder Organizer	2.00			10.76	26.01	400-534-10-31-01	Office Supplies - Administration			26.01						
Calendar - M. Holden	1.00			21.89	23.79	400-534-10-31-01	Office Supplies - Administration			23.79						
File Folders	1.00			21.39	23.25	400-534-80-31-00	Operating Supplies - General			23.25						
Label Tape Cartridge	1.00			20.85	22.66	500-548-70-31-01	Office Supplies - ER&R Administra			22.66						
Metal Badge Clips	1.00			19.98	21.72	001-576-81-31-01	Office Supplies - Parks Administrati			2.71						
						100-542-30-31-00	Operating Supplies - Traveled Way			5.43						
						400-534-50-31-00	Operating Supplies - Maintenance			10.86						
						402-531-10-31-01	Office Supplies - Stormwater Admi			2.72						
Tool Belt Holster	1.00			19.59	21.29	001-522-20-35-00	Sm Tools/Equipment			21.29						
Computer Holder	1.00			19.36	21.04	400-534-10-31-01	Office Supplies - Administration			21.04						
Bamboo Forks	1.00			17.99	19.56	001-513-10-49-00	Miscellaneous			19.56						
Label Tape Cartridge	1.00			16.99	18.47	500-548-70-31-01	Office Supplies - ER&R Administra			18.47						
Cable 15ft	1.00			16.49	17.92	012-518-89-31-00	Operating Supplies - Data Processir			17.92						
Label Tape Cartridge	1.00			16.18	17.59	500-548-70-31-01	Office Supplies - ER&R Administra			17.59						
Napkins	1.00			15.97	17.36	001-513-10-49-00	Miscellaneous			17.36						
Notepads	1.00			14.99	16.29	400-534-80-31-00	Operating Supplies - General			16.29						
Green Paper	1.00			14.99	16.29	001-522-20-31-00	Operating Supplies - Suppression			16.29						
Wall Hooks	1.00			14.99	16.29	400-534-80-31-00	Operating Supplies - General			16.29						
Number Keyboard	1.00			14.99	16.29	400-534-27-31-01	Water Utilities - Office Supplies			5.54						
						401-535-27-31-01	Sewer Utilities - Office Supplies			6.68						
						402-531-27-31-01	Stormwater Utilities - Office Suppli			3.42						
						440-522-27-31-01	Ambulance Utilities - Office Supplie			0.65						
USB Stick	1.00			14.72	16.00	001-521-21-31-01	Office Supplies - Investigation			16.00						
Cable 10ft	1.00			14.49	15.75	012-518-89-31-00	Operating Supplies - Data Processir			15.75						

Vendor History Report

Posting Date Range -

Payable Number		Description	Units	Price	Post Date	1099 Account Number	Payment Number	Account Name	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
Item Description					Amount					Dist Amount					
Label Tape Cartridge	1.00		13.22	14.37	500-548-70-31-01			Office Supplies - ER&R Administra		14.37					
Disposable Gloves	1.00		11.87	12.90	400-534-80-31-00			Operating Supplies - General		12.90					
Tool Belt Holster	1.00		11.76	12.78	001-522-20-35-00			Sm Tools/Equipment		12.78					
Business Card Holders	1.00		9.99	10.86	400-534-10-31-01			Office Supplies - Administration		10.86					
Suction Cup Hooks	1.00		9.98	10.86	001-518-20-31-01			Office Supplies - Facilities		10.86					
Dessert Plates	1.00		9.95	10.82	001-513-10-49-00			Miscellaneous		10.82					
Lightbulb	1.00		8.99	9.77	400-534-80-31-00			Operating Supplies - General		9.77					
USB Extension Cord	1.00		8.54	9.28	100-542-64-31-00			Operating Supplies - Traffic Control		9.28					
"Will Return" Sign	3.00		2.39	7.79	001-518-20-31-01			Office Supplies - Facilities		7.79					
Letters for Plastic Letter	1.00		6.99	7.60	001-518-20-31-01			Office Supplies - Facilities		7.60					
Hook Suction Cups	1.00		6.99	7.60	001-518-20-31-00			Operating Supplies - Facilities		7.60					
Thank You Card	1.00		6.50	7.07	001-513-10-49-00			Miscellaneous		7.07					
USB Adapter	1.00		4.99	5.42	012-518-89-31-00			Operating Supplies - Data Processir		5.42					
CREDIT - Windshield Wi	1.00		-34.00	-36.96	500-548-68-31-00			Operating Supplies - General		-36.96					
CREDIT - Headlights	1.00		-125.99	-136.95	500-548-68-31-00			Operating Supplies - General		-136.95					
1VKX-6CPD-11UJ		Printers for new PD Vehicles 420 & 421		2/27/2024	DFT0001216			2/27/2024		920.70	0.00	80.10	0.00	1,000.80	1,000.80
Brother PJ822 Printer	2.00		460.35	1,000.80	320-594-21-64-32			Vehicles/Equip Police Department		500.40					
1W6X-X419-161P		New 408 - in car printer		2/27/2024	DFT0001216			2/27/2024		463.86	0.00	40.36	0.00	504.22	504.22
New 408 - in car printer	1.00		463.86	504.22	320-594-21-64-32			Vehicles/Equip Police Department		504.22					
7404 - Banner Bank Credit Cards															
0169 - 02.11.24 2		0169 - 02.11.24 2		3/1/2024	DFT0001290			2/29/2024		18,582.76	6.00	260.43	0.00	18,849.19	18,849.19
Lodging - M. Rizzitiello	1.00		308.40	308.40	001-513-10-43-00			Travel Expense		749.00	0.00	0.00	0.00	749.00	749.00
A. Reid - WSFMA Confer	1.00		231.27	231.27	001-573-90-49-00			Miscellaneous		231.27					
A. Reid - IILMC	1.00		125.00	125.00	001-514-30-49-00			Miscellaneous		125.00					
Fuel - M. Rizzitiello	1.00		40.07	40.07	001-513-10-43-00			Travel Expense		40.07					
Fuel - M. Rizzitiello	1.00		34.26	34.26	001-513-10-43-00			Travel Expense		34.26					
Parking - M. Rizzitiello	1.00		4.00	4.00	001-513-10-43-00			Travel Expense		4.00					
Parking - M. Rizzitiello	1.00		4.00	4.00	001-513-10-43-00			Travel Expense		4.00					
Parking - M. Rizzitiello	1.00		2.00	2.00	001-513-10-43-00			Travel Expense		2.00					
0169 02.11.24 1		2024 WMCA Conference and Spring Acade		3/1/2024	DFT0001290			2/29/2024		600.00	0.00	0.00	0.00	600.00	600.00
2024 WMCA Conferenc	1.00		600.00	600.00	001-514-30-43-00			Travel		600.00					
2497		Professional Development 2 Clerk Training		3/1/2024	DFT0001290			2/29/2024		1,480.00	0.00	0.00	0.00	1,480.00	1,480.00
Professional Developme	1.00		1,480.00	1,480.00	001-514-30-43-00			Travel		1,480.00					
3647 - 02.11.24		3647 - 02.11.24		2/29/2024	DFT0001290			2/29/2024		3,262.47	0.00	0.00	0.00	3,262.47	3,262.47
ICSC Membership - M.R	1.00		975.00	975.00	001-513-10-49-00			Miscellaneous		975.00					
Amazon Subscription	1.00		542.41	542.41	012-594-18-64-03			Software / Software Update Purchi		542.41					
ICSC Plane - M. Rizzitiell	1.00		515.09	515.09	001-513-10-43-00			Travel Expense		515.09					

Vendor History Report

Vendor History Report														Posting Date Range			
Payable Number	Description	Units	Price	Amount	Post Date	1099 Account Number	Payment Number	Account Name	Payment Date	Amount	Shipping Dist Amount	Tax	Discount	Net	Payment		
Bar License Renewal - R		1.00	476.63	476.63		001-514-30-49-00		Miscellaneous		33.36							
						001-515-31-49-00		Miscellaneous - City Attorney		209.72							
						001-518-10-49-00		Miscellaneous		14.30							
						001-521-10-49-00		Miscellaneous		71.49							
						001-522-10-49-00		Miscellaneous		2.38							
WCMA Membership - N		1.00	365.00	365.00		001-558-60-49-00		Miscellaneous		71.51							
						402-531-10-49-00		Miscellaneous - Stormwater		71.49							
						440-522-24-49-00		Miscellaneous - EMS Admin		2.38							
						001-513-10-49-00		Miscellaneous		138.70							
						400-534-10-49-00		Miscellaneous		69.35							
ICSC Lodging - M.Rizzit		1.00	363.87	363.87		401-535-10-49-00		Misc		142.35							
						402-531-10-49-00		Miscellaneous - Stormwater		10.95							
						440-522-24-49-00		Miscellaneous - EMS Admin		3.65							
						001-513-10-43-00		Travel Expense		138.27							
						400-534-10-43-00		Travel		69.14							
Adobe Subscription		1.00	21.73	21.73		401-535-10-43-00		Travel		141.90							
						402-531-10-43-00		Travel - Stormwater		10.92							
						440-522-24-43-00		Travel - EMS		3.64							
						012-594-18-64-03		Software / Software Update Purch		21.73							
						001-518-20-31-00		Operating Supplies - Facilities		2.74							
5296 - 02.11.24	5296 - 02.11.24			3/1/2024		DFT0001290		2/29/2024		62.99	0.00	1.65	0.00	64.64	64.64		
Cake for Chambers Dedi		1.00	44.00	44.00		001-513-10-49-00		Miscellaneous		44.00							
Dyson Filter		1.00	18.99	20.64		001-518-20-31-00		Operating Supplies - Facilities		20.64							
6464 - 02.11.24	Preplan software annual subscription	1.00	2,150.00	2,150.00	3/1/2024		DFT0001290		2/29/2024	2,150.00	0.00	0.00	0.00	2,150.00	2,150.00		
Preplan Software						001-522-45-31-01		Office Supplies - Training		2,150.00							
6464 - 02.11.24 3	6464 - 02.11.24 3			3/1/2024		DFT0001290		2/29/2024		449.99	0.00	40.05	0.00	490.04	490.04		
Printer		1.00	449.99	490.04		500-548-68-31-00		Operating Supplies - General		490.04							
6577 - 02.11.24 1	6577 - 02.11.24 1			2/29/2024		DFT0001290		2/29/2024		199.00	0.00	0.00	0.00	199.00	199.00		
PACE Training		1.00	199.00	199.00		001-521-40-49-01		Registrations/Fees - Training Classe		199.00							
6577 - 02.11.24 2	Uniform & Equipment issue	1.00	1,080.79	1,080.79	2/29/2024		DFT0001290		2/29/2024	1,080.79	0.00	0.00	0.00	1,080.79	1,080.79		
Uniforms & equipment		1.00	1,080.79	1,080.79		001-521-22-20-01		Benefits Uniforms Patrol		1,080.79							
7573 02.11.24 - 1	7573 02.11.24 - 1			2/29/2024		DFT0001290		2/29/2024		1,191.52	0.00	0.00	0.00	1,191.52	1,191.52		
CPE Courses - B. Carelto		1.00	326.10	326.10		001-514-23-49-01		Registration Fees / Training Classes		91.31							
						400-534-27-49-01		Water Utilities - Reg/Fees - Training		88.05							
						401-535-27-49-01		Sewer Utilities - Reg/Fees - Training		91.31							
						402-531-27-49-01		Stormwater Utilities - Reg/Fees - Tr		45.65							
						440-522-27-49-01		Ambulance Utilities - Reg/Fees - Tr		9.78							
WSU Pesticide Renewal		1.00	225.00	225.00		100-542-30-49-00		Miscellaneous		225.00							
Background Investigatio		1.00	199.00	199.00		001-521-40-49-01		Registrations/Fees - Training Classe		199.00							
Hydraulic Auger Rental		1.00	165.76	165.76		400-534-10-49-00		Miscellaneous		165.76							

Vendor History Report

Posting Date Range -

Payable Number	Description	Units	Price	Amount	Post Date	1099 Account Number	Payment Number	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
Item Description										Dist Amount				
WFOA - D Schmick		1.00	75.00	75.00		001-514-23-49-00		Miscellaneous		6.75				
						001-518-10-49-00		Miscellaneous		14.25				
						400-534-27-49-00		Water Utilities - Miscellaneous		20.25				
						401-535-27-49-00		Sewer Utilities - Miscellaneous		21.00				
						402-531-27-49-00		Stormwater Utilities - Miscellaneous		10.50				
						440-522-27-49-00		Ambulance Utilities - Miscellaneous		2.25				
WFOA - B.Carelton		1.00	75.00	75.00		001-514-23-49-01		Registration Fees / Training Classes		21.00				
						400-534-27-49-01		Water Utilities - Reg/Fees - Training		20.25				
						401-535-27-49-01		Sewer Utilities - Reg/Fees - Training		21.00				
						402-531-27-49-01		Stormwater Utilities - Reg/Fees - Training		10.50				
						440-522-27-49-01		Ambulance Utilities - Reg/Fees - Training		2.25				
Baked Goods - Training		1.00	35.08	35.08		001-518-10-31-02		Operating Supplies - HR Wellness		35.08				
Snacks - Training		1.00	33.14	33.14		001-518-10-49-02		Train/Class Reg Fees & Charge - Cit		33.14				
Supplies		1.00	22.28	22.28		001-518-10-31-02		Operating Supplies - HR Wellness		22.28				
Speaker		1.00	19.39	19.39		400-534-10-31-01		Office Supplies - Administration		19.39				
Postage		1.00	8.73	8.73		001-518-10-42-00		Communications - HR		8.73				
Cleaning Supplies		1.00	7.04	7.04		001-518-10-31-00		Operating Supplies - HR Administration		7.04				
7573 02.11.24 - 2	Misc. Uniform Accessories				2/29/2024	DF00001290		2/29/2024	681.61	0.00	59.30	0.00	740.91	740.91
Uniform Accessories		1.00	681.61	740.91		001-521-22-20-01		Benefits Uniforms Patrol		740.91				
8472 - 02.11.24	8472 - 02.11.24				3/1/2024	DF00001290		2/29/2024	73.00	6.00	0.00	0.00	79.00	79.00
C.Kates& E.Gonzalez Ba		1.00	68.00	74.00		001-521-22-20-01		Benefits Uniforms Patrol		74.00				
FAA Registration for nev		1.00	5.00	5.00		001-521-10-49-00		Miscellaneous		5.00				
9418 02.11.24 1	PW Desk				3/1/2024	DF00001290		2/29/2024	739.00	0.00	64.29	0.00	803.29	803.29
PW Desk		1.00	739.00	803.29		100-543-10-31-00		Operating Supplies - Administration		803.29				
9418 02.11.24 2	9418 02.11.24 2				3/1/2024	DF00001290		2/29/2024	615.07	0.00	3.56	0.00	618.63	618.63
Lodging - K. Wolpert		1.00	504.90	504.90		400-534-80-43-00		Travel		504.90				
1099 Forms		1.00	39.99	43.55		001-514-23-31-00		Operating Supplies - Budgeting, Ac		43.55				
Fuel - K. Wolpert		1.00	39.05	39.05		400-534-80-43-00		Travel		39.05				
Fuel - K. Wolpert		1.00	31.13	31.13		400-534-80-43-00		Travel		31.13				
9426 - 02.11.24	9426 - 02.11.24				3/1/2024	DF00001290		2/29/2024	34.78	0.00	0.00	0.00	34.78	34.78
Workshop Supplies		1.00	34.78	34.78		001-511-60-49-01		Miscellaneous		34.78				
9467 02.11.24 - 1	00068				2/29/2024	DF00001290		2/29/2024	1,080.79	0.00	0.00	0.00	1,080.79	1,080.79
New Equipment & Unifc		0.00	0.00	1,080.79		001-521-22-20-01		Benefits Uniforms Patrol		1,080.79				
9467 02.11.24 - 2	9467 02.11.24 - 2				2/29/2024	DF00001290		2/29/2024	451.90	0.00	0.00	0.00	451.90	451.90
PD Training - T. Harris		1.00	400.00	400.00		001-521-40-49-01		Registrations/Fees - Training Classe		400.00				
Postage		1.00	21.15	21.15		001-554-30-42-00		Communications - Special Enforcen		21.15				
Meal - J. Langlois		1.00	18.24	18.24		001-521-40-43-00		Travel Training		18.24				
Meal - J. Langlois		1.00	12.51	12.51		001-521-40-43-00		Travel Training		12.51				
9467 02.11.24 - 3	B. Rhodes Hotel				2/29/2024	DF00001290		2/29/2024	590.65	0.00	0.00	0.00	590.65	590.65
B. Rhodes Hotel		1.00	590.65	590.65		001-521-40-49-01		Registrations/Fees - Training Classe		590.65				

Vendor History Report

Payable Number		Description	Units	Price	Amount	Post Date	1099		Payment Number	Account Name	Payment Date	Amount	Shipping	Tax	Discount	Net	Posting Date Range -	
Item Description							Account Number										Net	Payment
9467 02.11.24 - 4	Instructor course - re-ce	Less Lethal instructor re-certification cours	1.00	911.00	911.00	2/29/2024	001-521-40-49-01	DFT0001290	2/29/2024	Registrations/Fees - Training Classe	2/29/2024	911.00	0.00	0.00	0.00	911.00	911.00	911.00
9965 - 02.11.24 1	OSB boards		68.00	15.48	1,144.22	3/1/2024	001-522-45-31-00	DFT0001290	2/29/2024	Operating Supplies - Training	2/29/2024	1,052.64	0.00	91.58	0.00	1,144.22	1,144.22	1,144.22
9965 - 02.11.24 2	Buttons		1.00	363.48	363.48	3/1/2024	001-522-20-20-03	DFT0001290	2/29/2024	Uniforms - Volunteers	2/29/2024	1,126.56	0.00	0.00	0.00	1,126.56	1,126.56	1,126.56
	Cleaning Supplies		1.00	275.23	275.23		001-522-50-31-00			Operating Supplies - Facilities		275.23						
	Various Parts		1.00	261.12	261.12		001-522-45-31-00			Operating Supplies - Training		261.12						
	Eye Shields		1.00	113.36	113.36		001-522-20-31-02			Fire Mobilization - Protective Equip		113.36						
	Fire Protection Publicati		1.00	85.00	85.00		001-522-45-49-00			Miscellaneous		85.00						
	Amazon - MISSING		1.00	16.39	16.39		001-522-10-31-01			Office Supplies - Administration		16.39						
	Buttons		1.00	11.98	11.98		001-522-10-20-01			Other Benefits - Uniforms		11.98						

Vendor History Report

Payable Number	Description	Units	Price	Post Date	1099 Account Number	Payment Number	Payment Date	Account Name	Amount	Shipping	Tax	Discount	Net	Payment
5629 - Home Depot Credit Services														
01.28.2024 Statement	01.28.2024 Statement			2/9/2024		DFT0001180	2/14/2024		3,618.35	0.00	314.75	0.00	3,933.10	3,933.10
single track bracket		1.00	394.64	428.97	500-548-68-31-00			Operating Supplies - General		428.97				
epoxy, liner, paint		1.00	338.73	368.20	400-534-80-31-00			Operating Supplies - General		368.20				
blower kit		1.00	329.00	357.62	001-576-80-35-00			Sm Tools/Equipment		357.62				
ladder, track bracket, gl		1.00	321.92	349.93	500-548-68-31-00			Operating Supplies - General		349.93				
shelving		1.00	304.72	331.23	500-548-68-31-00			Operating Supplies - General		331.23				
ladder		1.00	249.00	270.66	500-548-68-31-00			Operating Supplies - General		270.66				
barricade repair		1.00	196.91	214.04	100-542-64-31-00			Operating Supplies - Traffic Control		214.04				
extension cord		1.00	124.94	135.81	001-518-20-31-00			Operating Supplies - Facilities		135.81				
plugs, heater		1.00	105.94	115.16	001-518-20-31-00			Operating Supplies - Facilities		115.16				
barricade repair		1.00	105.57	114.75	100-542-64-31-00			Operating Supplies - Traffic Control		114.75				
vent, bath fan		1.00	96.36	104.74	001-518-20-31-00			Operating Supplies - Facilities		104.74				
stock for truck (saw, bit)		1.00	95.00	103.27	001-518-20-31-00			Operating Supplies - Facilities		103.27				
flat plate, screw		1.00	83.41	90.67	400-534-80-31-00			Operating Supplies - General		90.67				
stock for truck (wrench,		1.00	82.91	90.12	001-518-20-35-00			Sm Tools/Minor Equip		90.12				
filter		1.00	77.95	84.73	001-518-20-31-00			Operating Supplies - Facilities		84.73				
solder kit, copper		1.00	62.45	67.88	400-534-80-31-00			Operating Supplies - General		67.88				
ice melt		1.00	55.88	60.74	001-518-20-31-00			Operating Supplies - Facilities		60.74				
ice melt		1.00	55.88	60.74	001-518-20-31-00			Operating Supplies - Facilities		60.74				
copper		1.00	45.10	49.02	400-534-80-31-00			Operating Supplies - General		49.02				
shovel		1.00	44.94	48.85	100-542-70-35-00			Sm Tools/Equipment		48.85				
gloves, headlamp		1.00	39.85	43.32	400-534-50-35-00			Sm Tools/Equipment		43.32				
Flatbar, socket driver		1.00	37.91	41.21	400-534-10-35-00			Small Tools/Equipment		41.21				
screws		1.00	30.24	32.87	001-518-20-31-00			Operating Supplies - Facilities		32.87				
concrete		1.00	30.03	32.64	400-534-80-31-00			Operating Supplies - General		32.64				
timer		1.00	29.98	32.59	001-518-20-31-00			Operating Supplies - Facilities		32.59				
flags		1.00	29.70	32.27	001-576-80-31-00			Operating Supplies - Parks		32.27				
socks, fuel stabilizer		1.00	28.86	31.37	001-576-80-31-00			Operating Supplies - Parks		31.37				
bleach, deck spray		1.00	27.97	30.40	001-518-20-31-00			Operating Supplies - Facilities		30.40				
brush, paint		1.00	27.41	29.79	001-576-80-31-00			Operating Supplies - Parks		29.79				
locking plug		1.00	25.21	27.40	001-518-20-31-00			Operating Supplies - Facilities		27.40				
caulk		1.00	25.10	27.28	400-534-80-31-00			Operating Supplies - General		27.28				
putty, adaptor, tube		1.00	23.17	25.19	400-534-80-31-00			Operating Supplies - General		25.19				
citrus spray, deckmate		1.00	16.25	17.66	500-548-68-31-00			Operating Supplies - General		17.66				
copper, painters gloss		1.00	15.04	16.35	400-534-80-31-00			Operating Supplies - General		16.35				
box cover, extension rin		1.00	13.83	15.03	001-518-20-31-00			Operating Supplies - Facilities		15.03				
lens		1.00	13.66	14.85	001-518-20-31-00			Operating Supplies - Facilities		14.85				
coupling, adaptor		1.00	13.09	14.23	400-534-80-31-00			Operating Supplies - General		14.23				
twist-n-lock		1.00	12.98	14.11	001-518-20-31-00			Operating Supplies - Facilities		14.11				
knob, outlets		1.00	10.55	11.47	400-534-10-31-01			Office Supplies - Administration		11.47				
drill bit		1.00	5.67	6.16	400-534-50-35-00			Sm Tools/Equipment		6.16				
elbow, adaptor		1.00	4.48	4.87	001-576-80-31-00			Operating Supplies - Parks		4.87				

Vendor History Report

Payable Number		Description		Units	Price	Post Date		1099		Payment Number	Payment Date		Amount	Shipping	Tax	Discount	Net	Payment
Item Description						Amount		Account Number			Account Name							
RETURN sock				1.00	-13.88	-15.09		001-576-80-31-00			Operating Supplies - Parks		-15.09					
194 - Napa Of Walla Walla																		
January 2024 Statement																		
Hub Assembly - 477		Misc Supplies		1.00	377.80	411.42	2/15/2024	500-548-68-31-00	APA001037		Operating Supplies - General		2,512.79	66.54	229.56	0.00	2,808.89	2,808.89
Battery - 532				1.00	359.16	391.13		500-548-68-31-00			Operating Supplies - General		411.42					
Air Filter - 3072				1.00	258.66	332.38		500-548-68-31-00			Operating Supplies - General		391.13					
Seat Cover - 472				1.00	185.49	202.00		500-548-68-31-00			Operating Supplies - General		332.38					
Wiper Blades				1.00	172.46	187.81		500-548-68-31-00			Operating Supplies - General		202.00					
Battery - A3021				1.00	161.48	175.85		500-548-68-31-00			Operating Supplies - General		187.81					
Air Filter				1.00	160.19	174.45		500-548-68-31-00			Operating Supplies - General		175.85					
Battery - 608				1.00	148.13	161.31		500-548-68-31-00			Operating Supplies - General		174.45					
Air Filter				1.00	147.36	160.48		500-548-68-31-00			Operating Supplies - General		161.31					
10 2.5 Def				1.00	129.90	141.46		500-548-68-31-00			Operating Supplies - General		160.48					
Oil Filter				1.00	99.26	108.09		500-548-68-31-00			Operating Supplies - General		141.46					
Wiper Blade				1.00	92.82	101.08		500-548-68-31-00			Operating Supplies - General		108.09					
Hose				1.00	91.40	99.53		500-548-68-31-00			Operating Supplies - General		101.08					
Fuel Filter				1.00	86.22	93.89		500-548-68-31-00			Operating Supplies - General		99.53					
Multi Duty Hose				1.00	83.20	90.60		500-548-68-31-00			Operating Supplies - General		93.89					
Tape				1.00	55.20	60.11		500-548-68-31-00			Operating Supplies - General		90.60					
Air Filter				1.00	52.21	56.86		500-548-68-31-00			Operating Supplies - General		60.11					
Thermostat Kit - 534				1.00	38.99	53.34		500-548-68-31-00			Operating Supplies - General		56.86					
Pliers - 408				1.00	46.79	50.95		500-548-68-31-00			Operating Supplies - General		53.34					
Evolution Blade				1.00	42.78	46.59		500-548-68-31-00			Operating Supplies - General		50.95					
LED - 901				1.00	42.59	46.38		500-548-68-31-00			Operating Supplies - General		46.59					
Grind Wheel Dresser				1.00	42.18	45.93		500-548-68-31-00			Operating Supplies - General		46.38					
Permatex Gear				1.00	26.58	28.95		500-548-68-31-00			Operating Supplies - General		45.93					
Oil Filter - 605				1.00	25.73	28.02		500-548-68-31-00			Operating Supplies - General		28.95					
Wire				1.00	25.00	27.23		500-548-68-31-00			Operating Supplies - General		28.02					
Air Filter				1.00	24.22	26.38		500-548-68-31-00			Operating Supplies - General		27.23					
Engine Heater - 532				1.00	21.98	23.94		500-548-68-31-00			Operating Supplies - General		26.38					
Fuel Tank Cap - E3012				1.00	17.75	19.33		500-548-68-31-00			Operating Supplies - General		23.94					
Cutters				1.00	5.60	16.98		500-548-68-35-00			Operating Supplies - General		19.33					
Bolt - 532				1.00	7.42	8.08		500-548-68-31-00			Small Tools / Equipment		16.98					
CREDIT - Fuel Filter				1.00	-6.16	-6.71		500-548-68-31-00			Operating Supplies - General		8.08					
CREDIT - filter kit				1.00	-73.60	-80.15		500-548-68-31-00			Operating Supplies - General		-6.71					
CREDIT - Misc				1.00	-436.00	-474.80		500-548-68-31-00			Operating Supplies - General		-80.15					
													-474.80					

Vendor History Report

Payable Number	Item Description	Description	Units	Price	Post Date	Amount	Account Number	1099	Payment Number	Account Name	Payment Date	Amount	Shipping	Tax	Discount	Net	Payment
218 - Quill Corporation	36381992	Office Supplies - CH Gen	Office Supplies - CH General	1.00	556.75	2/9/2024	DFT0001170			2/9/2024	2/9/2024	899.99	0.00	0.00	0.00	899.99	899.99
										Office Supplies - Executive		556.75	0.00				
										Office Supplies - Budgeting, Accour							
										Office Supplies - Records							
										Office Supplies - HR Administration							
										Office Supplies - Administration							
										Office Supplies - Administration							
										Water Utilities - Office Supplies							
										Office Supplies - Administration							
										Sewer Utilities - Office Supplies							
36388460	2024 Tax Supplies				2/9/2024		DFT0001170			2/9/2024	112.45	0.00	0.00	0.00	112.45	112.45	
36443122	Captured Invoice from A	Office Supplies - PD	1.00	112.45	2/9/2024	112.45				2/9/2024	2/9/2024	112.45	0.00	0.00	0.00	112.45	112.45
	Office Supplies - PD	Office Supplies - PD	1.00	198.20	2/9/2024	198.20	DFT0001170			2/9/2024	2/9/2024	198.20	0.00	0.00	0.00	198.20	198.20
		Office Supplies - Administration								Office Supplies - Administration		19.82					
		Office Supplies - Support Services								Office Supplies - Support Services		39.64					
		Office Supplies - Investigation								Office Supplies - Investigation		19.82					
		Office Supplies - Patrol								Office Supplies - Patrol		74.32					
		Office Supplies - Traffic								Office Supplies - Traffic		24.78					
		Office Supplies - Special Enforceme								Office Supplies - Special Enforceme		19.82					
36569252	Office Supplies - Z. Hoffer				2/9/2024		DFT0001170		2/9/2024	2/9/2024	32.59	0.00	0.00	0.00	32.59	32.59	
Office Supplies - Z. Hoffe	Office Supplies - Bldg. Inspection	1.00	32.59	2/9/2024	32.59				Office Supplies - Bldg. Inspection		32.59						

Vendors: (5)	Total 01 - Vendor Set 01:	32,505.20	146.01	1,400.89	0.00	34,052.10
Vendors: (5)	Report Total:	32,505.20	146.01	1,400.89	0.00	34,052.10

PROCLAMATION

OFFICE OF THE MAYOR | CITY OF COLLEGE PLACE

WHEREAS, on average public transit provides more than 100 million passenger trips in Washington each year from the 32 transit agencies ranging from large urban providers to small urban providers like Valley Transit, to rural and tribal transit providers; and

WHEREAS, transit agencies in Washington State invest almost \$5 billion in transit capital and operations each year; and

WHEREAS, Move Ahead Washington, the transformative transportation package passed in 2022, will invest more than \$3 billion in transit programs and projects over 16 years; and

WHEREAS, Move Ahead Washington also established the first-in-the-nation Youth Ride Free program, which provides zero-cost fare to more than 1.4 million young people across Washington, reducing a major barrier to transit access. With this zero-fare transit model being applied to all passengers on Valley Transit; and

WHEREAS, nearly 25 percent of Washingtonians cannot or do not drive and may rely on public transit. Recent research shows that 1 in 4 adults in the United States suffers from transportation insecurity, suggesting millions of Washingtonians can't regularly move from place to place in a safe or timely manner because they lack the resources necessary for transportation; and

WHEREAS, a 2021 study from the National Academies of Sciences, Engineering, and Medicine concluded that the energy saved by passengers in the US using public transit rather than personal vehicles saved 63 million metric tons of carbon dioxide in 2018—roughly the equivalent of taking 16 coal-fired power plants offline for a year; and

WHEREAS, public transportation investments generate 31 percent more jobs per dollar than new construction of roads and bridges. Investment in transit can yield 49,700 jobs per \$1 billion invested, and offers a 5 to 1 economic return; and

WHEREAS, Greater transit use is associated with higher levels of physical activity, which is associated with lower health risks and better health outcomes; and

WHEREAS, Transit provides essential trips and essential jobs for people of color and low-income individuals,

NOW, THEREFORE, I, Norma L. Hernandez, Mayor of the City of College Place do hereby proclaim June 2024 as:

Ride Transit Month

In the City of College Place and I urge all people in our community to join us in special observance.



Norma L. Hernandez, Mayor



Community Development Block Grant
CONTRACT CLOSE OUT REPORT – CONSTRUCTION

1. Contract Number: 21-62210-027
2. Grantee Jurisdiction: City of College Place
3. Chief Administrative Official and Title: Michael Rizzitello, City Administrator
4. CDBG Contract End Date or Project Completion Date: 12/12/2023
5. Final Public Hearing Date: 5-28-2024
6. Brief project summary and results achieved: This project includes the constructed of approximately 1,950 linear feet of 5-foot wide sidewalks that will incorporate Americans with Disabilities Act compliant features, along with curb, gutter, and associated accessories to improve pedestrian safety and connectivity in areas within the City where there were no sidewalks. These improvements were constructed on SW 6th Street from Davis Avenue to College Avenue and on SW 8th Street from Bade Avenue to College Avenue. ☐ Project photos have been submitted to your CDBG project manager.
Physical address of the project/activity(s): The sidewalk improvements are located on the north side of 6th Avenue from Davis Avenue to College Avenue, and on the north side of 8th Avenue from Bade Avenue to College Avenue.

The chief administrative official of the grantee jurisdiction certifies that:

1. The financial information and data provided in this report is accurate as of the signature date indicated below.
2. The project was completed in accordance with the grant contract and scope of work.
3. A final public hearing was conducted to assess project performance.
4. Records supporting the information provided in this report will be maintained for a minimum of six (6) years from final close out and made available upon request.
5. The CDBG Program can use or reproduce all media material provided by the grantee.

In the event audits disclose disallowable costs, the Washington State Department of Commerce shall retain the right to recover an appropriate amount of costs after fully considering the recommendations on disallowed costs resulting from the final audit.

Signature:



 Chief Administrative Official

5-28-2024

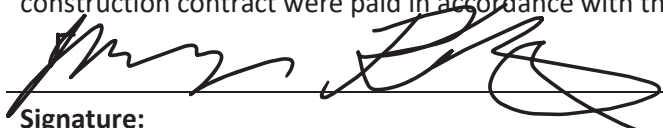
Date

FINANCIAL SUMMARY

Budget Summary				
HUD IDIS Activity Number, Budget Code and Description (See the project A-19 invoice voucher information)		Expenditures		
IDIS Activity #	Budget Code and Description	Budget Amount	Funds Expended	Balance*
8513	03L – Sidewalks	\$ 618000	\$ 618000	0
		\$	\$	\$
Total CDBG		\$ 618000	618000	0
Other Funding				
Local Funds		93032	60174	32858
		\$	\$	\$
Total Project		\$711032	678174	32858

*Any dollar amount reflected in the Total CDBG Balance column will be de-obligated and returned to the CDBG Program.

LABOR STANDARDS REPORTING

Did any contractors have to correct certified payrolls and provide wage restitution due to worker underpayments?	
☐ Yes	Using the Labor Standards Compliance Report on the next page, list all underpayments for this project. For underpayments greater than \$999.99 per contractor, contact your CDBG project manager for additional steps
☒ No	Complete certification below I certify to the best of my knowledge that all laborers and mechanics employed on this construction contract were paid in accordance with the labor standard provisions. .  Signature: 5-28-2024 Date: Name and Title: Micheal Rizzitello, City Administrator

LABOR STANDARDS COMPLIANCE REPORT

This Form Must Be Used for Restitution (Underpayments) of \$10.00 to \$999.99.

(See [Federal Labor Standards Handbook 1344.1](#), for amounts totaling \$1,000 or more per prime or subcontractor)

PROJECT INFORMATION

CDBG Contract #: 21-62210-027

Grantee Name and Address: City of College Place

Description of Work: This project includes the construction of approximately 1,950 linear feet of 5-foot wide sidewalks that will incorporate Americans with Disabilities Act compliant features, along with curb, gutter, and associated accessories to improve pedestrian safety and connectivity in areas within the City where there are no sidewalks.

Prime Contractor: Nelson Construction, Corp

Contract Amount: \$626,135.42

VIOLATIONS

Number of Violations: 0

Number of Employees Involved in Violations: 0

Number of Subs Involved-Violations: 0

Total Amount of **Straight Time & State Overtime** Underpayments (restitution): \$0

Total Amount of **Federal Overtime** Underpayments (restitution): \$0

(Federal Contract Work Hours & Safety Standards Act violations only)

Total Amount of Liquidated Damages due to **Federal Overtime** Violations: \$0

Briefly Describe Any Labor Standards Complaints & Resolutions: N/A

Is any contractor retainage held at this time? ☒ Yes ☐ No

Amount of retainage held:
\$32,857.63

SUBCONTRACTOR(S) WHO HAD VIOLATIONS:

(Please attach more pages, if needed, for any additional information)

Name	Address	Contract Amount	Type of Work
		\$	
		\$	
		\$	

CERTIFICATION

I CERTIFY TO THE BEST OF MY KNOWLEDGE THAT ALL LABORERS AND MECHANICS EMPLOYED ON THIS CONSTRUCTION CONTRACT WERE PAID IN ACCORDANCE WITH THE LABOR PROVISIONS, EXCEPT AS NOTED. THERE ARE NO OUTSTANDING OR UNRESOLVED LABOR STANDARDS, UNDERPAYMENTS, COMPLAINTS, OR DISPUTES.

Signature:



Date: 5-28-2024

Name and Title: Micheal Rizzitello, City Administrator



WALLA WALLA
UNION-BULLETIN
We Bring the Valley to You

AFFIDAVIT OF PUBLICATION

Sherri St. Clair
City Of College Place
625 S College Ave
College Place WA 99324

STATE OF WASHINGTON, COUNTIES OF WALLA WALLA

The undersigned, on oath states that he/she is an authorized representative of Walla Walla Union-Bulletin, Inc., publisher of the Walla Walla Union-Bulletin, of general circulation published daily in Walla Walla County, State of Washington. The Walla Walla Union-Bulletin has been approved as a legal newspaper by orders of the Superior Court of Walla Walla County.

The notice, in the exact form annexed, was published in the regular and entire issue of said paper or papers and distributed to its subscribers during all of the said period.

05/11/2024

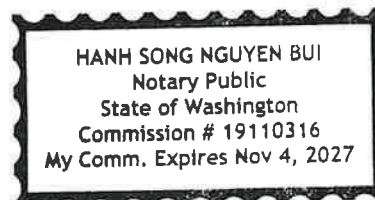
Agent Debbie Collantes Signature Debbie Collantes

Subscribed and sworn to before me on 5/13/24

Hanh Bui Hanh Bui

(Notary Signature) Notary Public in and for the State of Washington, residing at Yakima

Publication Cost: \$192.56
Order No: 78300
Customer No: 22369
PO #:



Publication Cost: \$192.56
Order No: 78300
Customer No: 22369
PO #:

**PUBLIC HEARING NOTICE
COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT
CLOSEOUT
PUBLIC HEARING
CITY OF COLLEGE PLACE
Tuesday, May 28, 2024
7:00 PM
College Place Municipal Campus
625 S College Avenue**

NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular council meeting at the College Place Municipal Campus, on May 28, 2024 at 7:00 PM.

The purpose of the public hearing is to review final project performance on the 2023 SafeWalk Sidewalk Construction Project funded by the Community Development Block Grant (CDBG) awarded in 2021.

Public testimony can be provided in several ways:

Written:

- Testimony may be submitted in writing to the City Clerk at Clerk@cpwa.us no later than 4:00 PM on the Friday before the meeting date to be included in the meeting packet for inclusion in the record. Be sure to put "public hearing testimony" in the subject line of your email.

Verbal:

- Live, In-person testimony at the meeting location - provided at the beginning of each agenda.
- Live, Virtual testimony – Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using the Zoom Attendee link (<https://us06web.zoom.us/j/81002065543>). The Clerk will call on you when it is time for public testimony.
- Live, Telephone testimony - Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using on Zoom by calling Call 1-669-900-9128, entering the meeting ID (Meeting ID# 810 0206 5543). Phone controls are *9 to raise hand and *6 to mute/un-mute. The Clerk will call on you when it is time for public testimony.

The meeting room is handicap accessible. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving twenty-four (24) hour advance notice. Contact the City Clerk at 509-394-8569.

(78300) May 11, 2024



Notice of Completion of Public Works Contract

Department Use Only

Assigned to

Date Assigned

Date

Form Version

Revision Reason

Awarding Agency Information

Company Name

City of College Place

UBI Number

916001412

Address

625 South College Avenue

City

College Place

State

WA

Zip Code

99324

Contact Name

Sidewalk Improvements

Phone Number

509-394-8526

Email Address

rmcandrews@cpwa.us

Prime Contractor Information

Company Name

Moreno & Nelson Construction

UBI Number

602674342

Address

PO Box 794

City

Walla Walla

State

WA

Zip Code

99362

Contact Name

John Nelson

Phone Number

509-526-5249

Email Address

Project Information

Project Name

Sidewalk Improvements

Contract Number

N/A

Affidavit ID Number

Jobsite Address

6th Street and 8th Street

City

College Place

State

WA

Zip Code

99324

Date Awarded

06/12/2023

Date Work Commenced

07/17/2023

Date Work Completed

12/12/2023

Date Work Accepted

12/12/2023

Is this a Federally Funded Transportation Project?

☐

Yes

☐

No

If yes, attach the Contract Bond Statement

Have Subcontractors been used?

☒

Yes

☐

No

If yes, complete Addendum A

☐ Contract/Payment Bond Waived? ☐ Yes ☐ No ☐ Retainage Bond Waived? ☐ Yes ☐ No

Detailed Description of Work Completed

DOR Tax Information

Calculated Amount \$626,135.42Additions (+) \$31,016.82

Reductions (-) _____

Sub-Total \$657,152.24Sales Tax Amount \$2,194.97**Total** \$659,347.21Liquidated Damages \$0.00Amount Disbursed \$626,489.64Amount Retained \$32,857.63

Other _____

Sales Tax Rate 8.9 %**Total** \$659,347.27

Both totals must be equal - If multiple sales tax rates, attach a list

Apprentice Utilization Information

Was apprentice utilization required?

☐

Yes

☐

No

Engineer's Estimate:

Utilization %:

If utilization did not meet or exceed 15%, was a Good Faith Estimate approved?

☐

Yes

☐

No

Comments

The Disbursing Officer must submit this completed notice immediately after acceptance of the work done under this contract. **No payment shall be made from the retained funds** until receipt of all release certificates and affidavits.

Complete and submit for by email to all three agencies below



Department of Revenue
Public Works Section
(360) 704-5650
PWC@dor.wa.gov



Washington State Department of
Labor & Industries
Contract Release
(855) 545-8163, option # 4
ContractRelease@LNI.WA.GOV



Employment Security Department
Registration, Inquiry, Standards &
Coordination Unit
(360) 890-3499
publicworks@esd.wa.gov

Addendum A: Please List all Subcontractors and Sub-tiers Below This addendum can be submitted in other formats. Provide known affidavits at this time. <u>No L&I release will be granted until all affidavits are listed.</u>
--

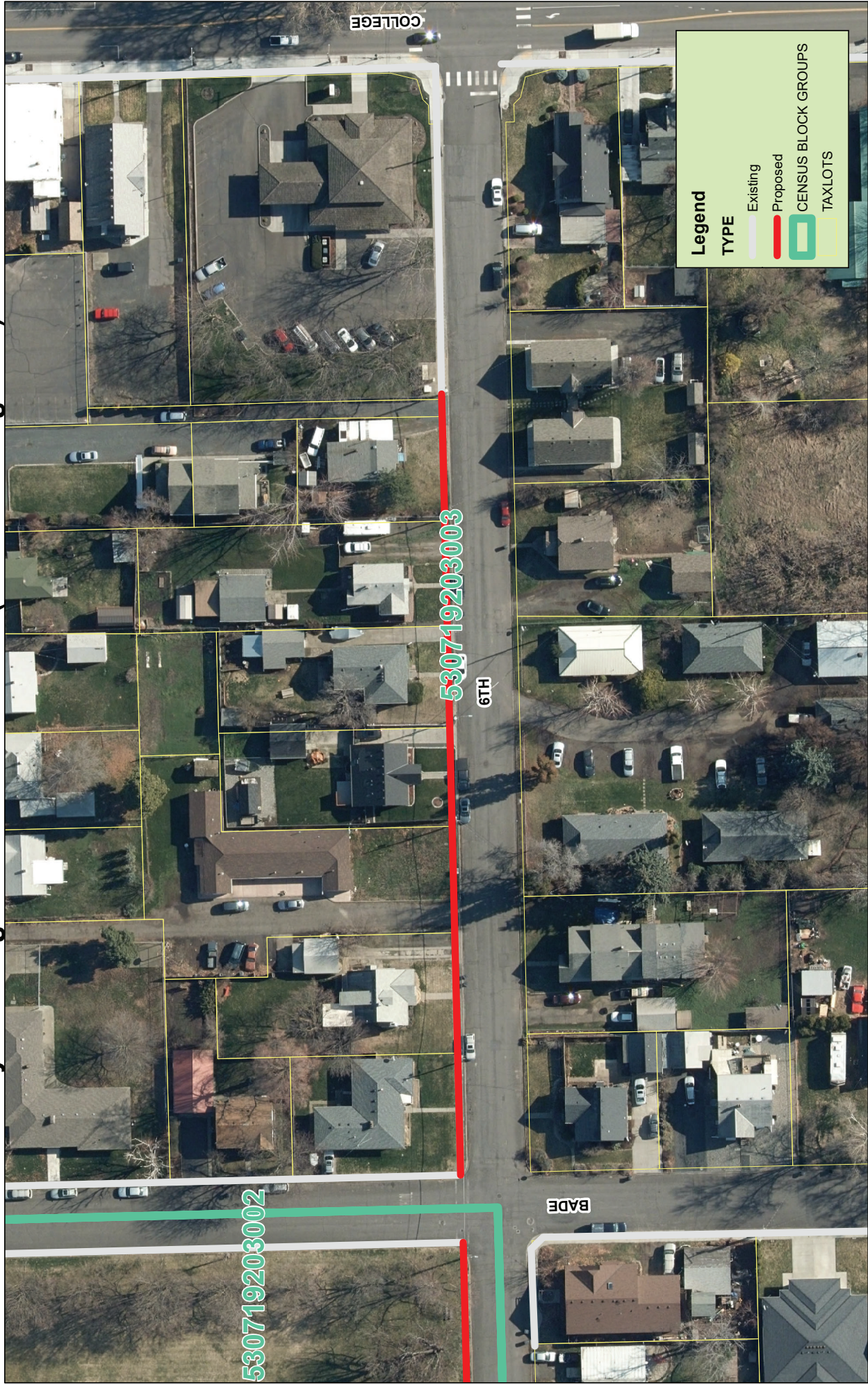
This addendum can be submitted in other formats.

Provide known affidavits at this time. **No L&I release will be granted until all affidavits are listed.**

[illegible]

For tax assistance or to request this document in an alternate format, please call 1-800-647-7706. Teletype (TTY) users may use the Washington Relay Service by calling 711.

City of College Place: SW 6th Street (Bade to College Ave)



City of College Place: SW 6th Street (Bade to Davis)



City of College Place: SW 8th Street (Bade to College Ave)



Walla Walla Union-Bulletin

112 S 1st Ave
Walla Walla, WA 99362



WALLA WALLA UNION-BULLETIN

We Bring the Valley to You

City Of College Place
Sherri St. Clair
625 S College Ave
College Place, WA 99324
USA

Order Confirmation

Order #:	78300
Order Ref #:	
Date:	5/9/2024
Advertiser #:	22369
Advertiser Name:	City Of College Place
Agency #:	
Agency Name:	
Account Manager:	Simon Sizer ssizer@yakimaherald.com

\$ 192.56

Ad No.	Date	Description	Position	Format
426236	5/11/2024	PUBLIC HEARING NOTICE COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT CLOSEOUT PUBLIC HEARING CITY OF COLLEGE PLACE Tuesday, May 28, 2	Walla Walla Union Bulletin Broadsheet - CL-Legals	3.46 × 7.26 in × 2.0000 col.
426237	5/11/2024	PUBLIC HEARING NOTICE COMMUNITY DEVELOPMENT BLOCK GRANT PROJECT CLOSEOUT PUBLIC HEARING CITY OF COLLEGE PLACE Tuesday, May 28, 2	Walla Walla Union-Bulletin CL Online - CL-Legals	3.46 × 7.26 in × 2.0000 col.

Summary

Total Net Amount	\$ 192.56
Taxes	\$ 0.00
Total Amount	\$ 192.56

Remittance Address:

Walla Walla Union-Bulletin
PO Box 2848
Yakima, WA 98907
Tel: (206) 464-2550



Classified Category: Legals|Public Notices

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- Live, Telephone testimony - Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using on Zoom by calling Call 1-669-900-9128, entering the meeting ID (Meeting ID# 810 0206 5543). Phone controls are *9 to raise hand and *6 to mute/un-mute. The Clerk will call on you when it is time for public testimony.

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(78300) May 11, 2024

CITY OF COLLEGE PLACE SAFEWALK PROJECT
CONSTRUCTION COST ESTIMATE
2ND STREET, ACADEMY WAY TO DAVIS AVE
Prepared by: TD&H Engineering
June 23, 2020

Description	Approximate Quantity		Unit Cost	Total Cost
	Quantity	Unit		
Mobilization (10%)	1.0	LS	\$ 20,514.03	\$ 20,514.03
Remove Surfacing	530.9	SY	\$ 20.00	\$ 10,617.27
Remove Curb and Gutter	18.0	LF	\$ 8.00	\$ 144.00
Replace Cement Concrete Sidewalk ¹	0.0	SY	\$ 62.00	\$ -
New Cement Concrete Sidewalk ²	600.0	SY	\$ 66.00	\$ 39,600.00
Replace Curb & Gutter ¹	18.0	LF	\$ 45.00	\$ 810.00
New Curb & Gutter ²	900.0	LF	\$ 50.00	\$ 45,000.00
Replace Driveway Approach ¹	43.3	SY	\$ 73.00	\$ 3,163.33
New Driveway Approach ²	52.0	SY	\$ 78.00	\$ 4,056.00
New Asphalt	1061.7	SY	\$ 33.00	\$ 35,036.99
CSTC for Asphalt	118.0	CY	\$ 60.00	\$ 7,078.18
CSBC for Asphalt	235.9	CY	\$ 90.00	\$ 21,234.54
Obstructions	12.0	EA	\$ 1,400.00	\$ 16,800.00
Utilities	8.0	EA	\$ 2,700.00	\$ 21,600.00
Construction Subtotal				\$ 225,654.34
Contingency (20%)				\$ 45,130.87
Total Construction Estimate				\$ 270,785.21
Design Engineering (15%)				\$ 40,617.78
Construction Inspection & Management (15%)				\$ 40,617.78
General Grant Admin, Project Admin & Legal*				\$ 27,078.52
Right of Way and Easement Acquisition				\$ 124,000.00
Environmental Document & Adoption* (Assume 3%)				\$ 8,123.56
Total				\$ 511,222.84

¹ This item includes subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

² This item includes removal and disposal of surplus material, subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

*This is to be determined, based upon funding source.

**CITY OF COLLEGE PLACE SAFEWALK PROJECT
CONSTRUCTION COST ESTIMATE
B STREET, RUBY LAND TO SPAGNUOLO LOOP**
Prepared by: TD&H Engineering
June 23, 2020

Description	Approximate Quantity		Unit Cost	Total Cost
	Quantity	Unit		
Mobilization (10%)	1.0	LS	\$ 8,670.77	\$ 8,670.77
Remove Surfacing	121.4	SY	\$ 20.00	\$ 2,427.13
Remove Curb and Gutter	14.0	LF	\$ 8.00	\$ 112.00
Replace Cement Concrete Sidewalk ¹	5.0	SY	\$ 62.00	\$ 310.00
New Cement Concrete Sidewalk ²	237.8	SY	\$ 66.00	\$ 15,693.33
Replace Curb & Gutter ¹	14.0	LF	\$ 45.00	\$ 630.00
New Curb & Gutter ²	423.0	LF	\$ 50.00	\$ 21,150.00
Replace Driveway Approach ¹		SY	\$ 73.00	\$ -
New Driveway Approach ²	83.3	SY	\$ 78.00	\$ 6,500.00
New Asphalt	232.7	SY	\$ 33.00	\$ 7,679.54
CSTC for Asphalt	25.9	CY	\$ 60.00	\$ 1,551.42
CSBC for Asphalt	51.7	CY	\$ 90.00	\$ 4,654.27
Obstructions	5.0	EA	\$ 1,200.00	\$ 6,000.00
Utilities	2.0	EA	\$ 10,000.00	\$ 20,000.00
Construction Subtotal				\$ 95,378.46
Contingency (20%)				\$ 19,075.69
Total Construction Estimate				\$ 114,454.15
Design Engineering (15%)				\$ 17,168.12
Construction Inspection & Management (15%)				\$ 17,168.12
General Grant Admin, Project Admin & Legal*				\$ 11,445.42
Right of Way and Easement Acquisition**				\$ 18,000.00
Environmental Document & Adoption* (Assume 3%)				\$ 3,433.62
Total				\$ 181,669.44

¹ This item includes subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

² This item includes removal and disposal of surplus material, subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

*This is to be determined, based upon funding source.

**Consider a land-entry-permit other easement for minor property line infraction.

CITY OF COLLEGE PLACE SAFEWALK PROJECT
CONSTRUCTION COST ESTIMATE
B STREET, SPAGNUOLO LOOP TO COLLEGE STREET
 Prepared by: TD&H Engineering
 June 23, 2020

Description	Approximate Quantity		Unit Cost	Total Cost
	Quantity	Unit		
Mobilization (10%)	1.0	LS	\$ 6,341.40	\$ 6,341.40
Remove Surfacing	83.3	SY	\$ 20.00	\$ 1,666.67
Remove Curb and Gutter	360.0	LF	\$ 8.00	\$ 2,880.00
Replace Cement Concrete Sidewalk ¹	3.3	SY	\$ 62.00	\$ 206.67
New Cement Concrete Sidewalk ²	229.3	SY	\$ 66.00	\$ 15,136.00
Replace Curb & Gutter ¹	360.0	LF	\$ 45.00	\$ 16,200.00
New Curb & Gutter ²	0.0	LF	\$ 50.00	\$ -
Replace Driveway Approach ¹	43.3	SY	\$ 73.00	\$ 3,163.33
New Driveway Approach ²	12.7	SY	\$ 78.00	\$ 988.00
New Asphalt	80.0	SY	\$ 33.00	\$ 2,640.00
CSTC for Asphalt	8.9	CY	\$ 60.00	\$ 533.33
CSBC for Asphalt	17.8	CY	\$ 90.00	\$ 1,600.00
Obstructions	28.0	EA	\$ 300.00	\$ 8,400.00
Utilities	1.0	EA	\$ 10,000.00	\$ 10,000.00
Construction Subtotal				\$ 69,755.40
Contingency (20%)				\$ 13,951.08
Total Construction Estimate				\$ 83,706.48
Design Engineering (15%)				\$ 12,555.97
Construction Inspection & Management (15%)				\$ 12,555.97
General Grant Admin, Project Admin & Legal*				\$ 8,370.65
Right of Way and Easement Acquisition				\$ 40,000.00
Environmental Document & Adoption* (Assume 3%)				\$ 2,511.19
Total				\$ 159,700.27

¹ This item includes subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

² This item includes removal and disposal of surplus material, subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

*This is to be determined, based upon funding source.

City of College Place, Washington
RESOLUTION NO. 24-xxx

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – GENERAL PURPOSE GRANT APPLICATION FOR THE SAFEWALK COLLEGE PLACE PROJECT WITH CERTIFICATIONS OF COMPLIANCE

WHEREAS, City of College Place, Washington is authorized to apply to the state Department of Commerce for a Community Development Block Grant (CDBG); and

WHEREAS, City of College Place, Washington has identified a community development and housing priority need for which to seek CDBG funding; and

WHEREAS, it is necessary certain conditions be met to receive CDBG funds;

NOW, THEREFORE, be it resolved that the City of College Place, Washington authorizes submission of this CDBG application to the state Department of Commerce to request \$844,434.67 to build 1773 feet of six-foot-wide ADA accessible sidewalk on the south side of NW B Street from NW Spagnuolo (east leg) to N. College Avenue, south side of NW Spagnuolo (west leg) to NW Ruby and on the north side of SW 2nd Street from Davis Avenue to midblock of roadway westerly toward Academy Way. and certifies that, if funded, it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will not use assessments against properties owned and occupied by low- and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low- and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s);

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act; and will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted (or will adopt) and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted (or will adopt) and implement a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act of 1974, as amended; and

City of College Place, Washington designates Mr. Mike Rizzitiello – City Administrator as the authorized representative to act in all official matters in connection with this application and City of College Place's participation in the State of Washington CDBG Program.

Signature _____ Date _____

Name Norma L. Hernandez Title 5-28-2024

Attested _____ Date _____

Resolution with Certifications of Compliance Instructions

The applicant's local legislative body must pass a resolution authorizing the chief administrative official to submit the CDBG application to the state Department of Commerce and certifying compliance with state and federal laws and specific program requirements. For the current CDBG contract terms and conditions contact CDBG staff.

Download this resolution from the *Library Tab* and insert the local and project specific information as indicated. This resolution may be reformatted to meet the local government's requirements for official resolutions. Do not change the wording of the clauses without prior approval from the CDBG staff.

Amount Requested

The CDBG amount you list in the resolution must not be less than the actual CDBG amount requested in the application budget. It is recommended this resolution be adopted after the CDBG amount to be requested is finalized.

Greenhouse Gas Emission Policy

Competitive state infrastructure funding programs must take into consideration the reduction of Greenhouse emissions in the selection process (RCW 70.235.070). An [example Greenhouse Gas Emissions Reduction Policy](#) is located on the [CDBG website](#) under Guidance Materials.



Projects that are **not capital construction** can choose to take out this greenhouse gas emission clause from the certifications template: "Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s)."

Designated Applicant Representative

Along with the chief administrative official, the resolution can designate another authorized representative of the applicant jurisdiction to act in all official matters in connection with this CDBG application.

Signature

The resolution must be signed by the authorized chief administrative official and the signed copy must be uploaded with the application. The chief administrative official is the mayor, county commission chair, county administrator or city manager.

Next Steps if Funded

If funded, Commerce will collect the following documents prior to executing a CDBG contract:

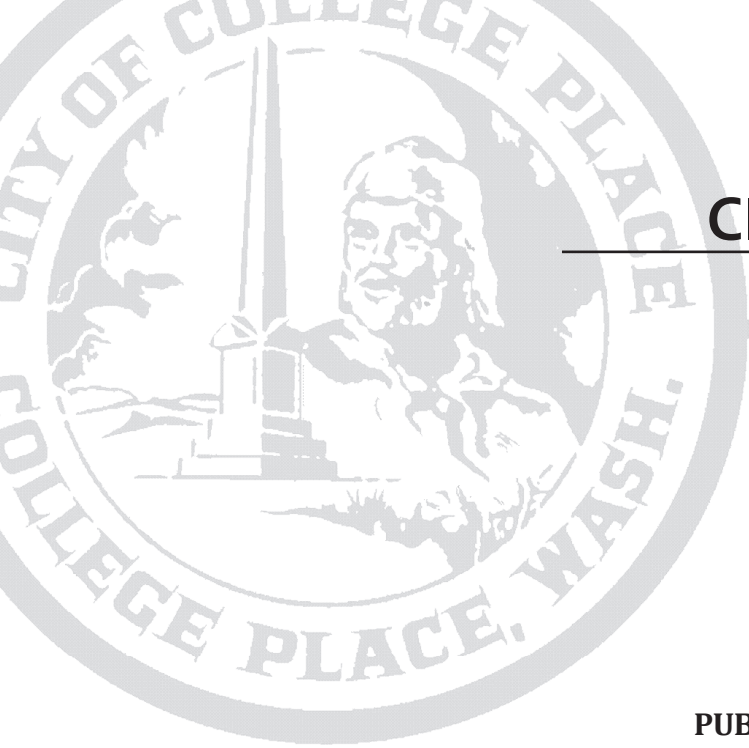
1. Residential Anti-Displacement and Relocation Assistance Plan
2. Excessive Force Policy
3. Greenhouse Gas Emissions Reduction Policy (if applicable)

Samples of these documents are available on the CDBG website or upon request.



A resolution that references a project other than the one proposed in this application will not be accepted. Using a version of the Certifications of Compliance from a prior year CDBG application may not be accepted, since new clauses may have been added to this current version that apply to the proposed project.

If submitting multiple applications (i.e., construction **and** planning) a separate Resolution with Certifications is required for each application/grant type.



CITY of COLLEGE PLACE

NOTICE OF PUBLIC HEARING

Contacts: Michael Rizzitiello, City Administrator
509-529-1200 / mrizzitiello@cpwa.us

Sherri St. Clair, City Clerk
509-394-8569 / [sstclair@cpwa.us](mailto:ssclair@cpwa.us)

PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City of College Place City Council on May 28th, 2024 at 7:00 p.m.

The purpose of the public hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities, particularly from lower income persons and persons residing in the central core area.

Up to \$750,000 may be available to the City of College Place on a statewide competitive basis to fund public facility, community facility, economic development, planning and affordable housing projects that principally benefit low- and moderate-income persons.

An outline of the proposed CDBG *General Purpose Central College Place Sidewalk Project* will be available for review by visiting:

https://www.cpwa.us/residents/central_college_place_sidewalks.php, or by contacting the City Clerk, Sherri St. Clair at [509-394-8569](tel:509-394-8569) / [sstclair@cpwa.us](mailto:ssclair@cpwa.us). It may also be reviewed at the Administration Offices of the City of College Place after Tuesday, April 25th, 2023

The hearing will be held at the College Place City Council hybrid meeting, both in-person at the College Place City Hall Council Chambers located at 625 S. College Avenue, College Place, WA. 99324 and virtually via Zoom (Zoom attendee link: <https://us06web.zoom.us/j/84429064864>). Any citizen may submit written comments or appear at the public hearing.

Please submit written testimony to Sherri St. Clair – City Clerk at [sstclair@cpwa.us](mailto:ssclair@cpwa.us) or mail to 625 S College Avenue, College Place, WA. 99324. To arrange telephonic or virtual meeting testimony, contact the Clerk at 509-394-8569. All written comments or arrangements for telephonic comments need to be made no later than 4:00 p.m. on Monday May 27th, 2024.



Safewalk College Place

This project entails the right-of-way acquisition, final engineering, and construction for 1,773 linear feet of six-foot wide sidewalk with ramps constructed to Americans with Disabilities Act (ADA) standards. The construction will fill in gaps within the pedestrian network on the south side of NW B between NW Ruby and NW Spagnuolo, NW Spagnuolo and N College Ave, and north side of SW 2nd Street between SW Davis Avenue and SW Academy Way. **The estimated cost of the project is \$844,434.67 (factoring in inflation since 2019 from cost estimate) with the split at Local Cost: \$94,434.67 (TBD /State Community Development Block Grant (CDBG) at \$750,000/00.** If grant is awarded the project would proceed with engineering throughout 2025 with the final construction occurring in Summer 2026.

Project Map



Please direct questions and concerns to: Mr. Mike Rizzitiello – City Administrator, College Place City Hall – 625 S. College Ave, Phone: (509)-394-8506, Email: mrizzitiello@cpwa.us



Lugar universitario

Safewalk

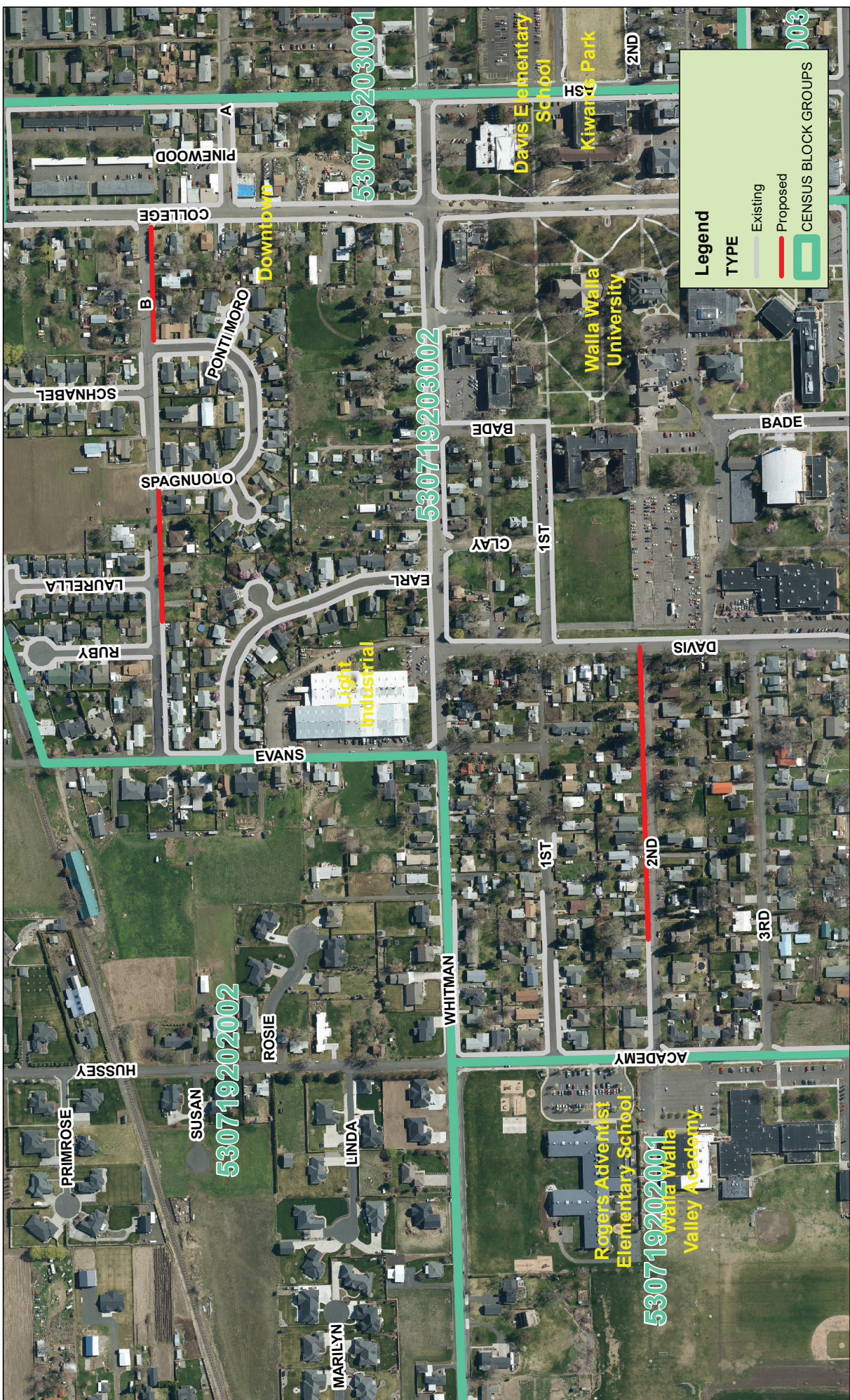
Este proyecto implica la adquisición del derecho de paso, la ingeniería final y la construcción de 1,773 pies lineales de acera de seis pies de ancho con rampas construidas según los estándares de la Ley de Estadounidenses con Discapacidades (ADA). La construcción llenará los espacios vacíos dentro de la red peatonal en el lado sur de NW B entre NW Ruby y NW Spagnuolo, NW Spagnuolo y N College Ave, y el lado norte de SW 2nd Street entre SW Davis Avenue y SW Academy Way. El costo estimado del proyecto es \$844,434.67 (teniendo en cuenta la inflación desde 2019 a partir de la estimación de costos) con la división en costo local: \$94,434.67 (por determinar/subvención en bloque para el desarrollo comunitario estatal (CDBG) a \$750,000/00. Si se otorga la subvención, el proyecto continuaría con ingeniería a lo largo de 2025 y la construcción final se realizará en el verano de 2026.

Mapa Del Proyecto

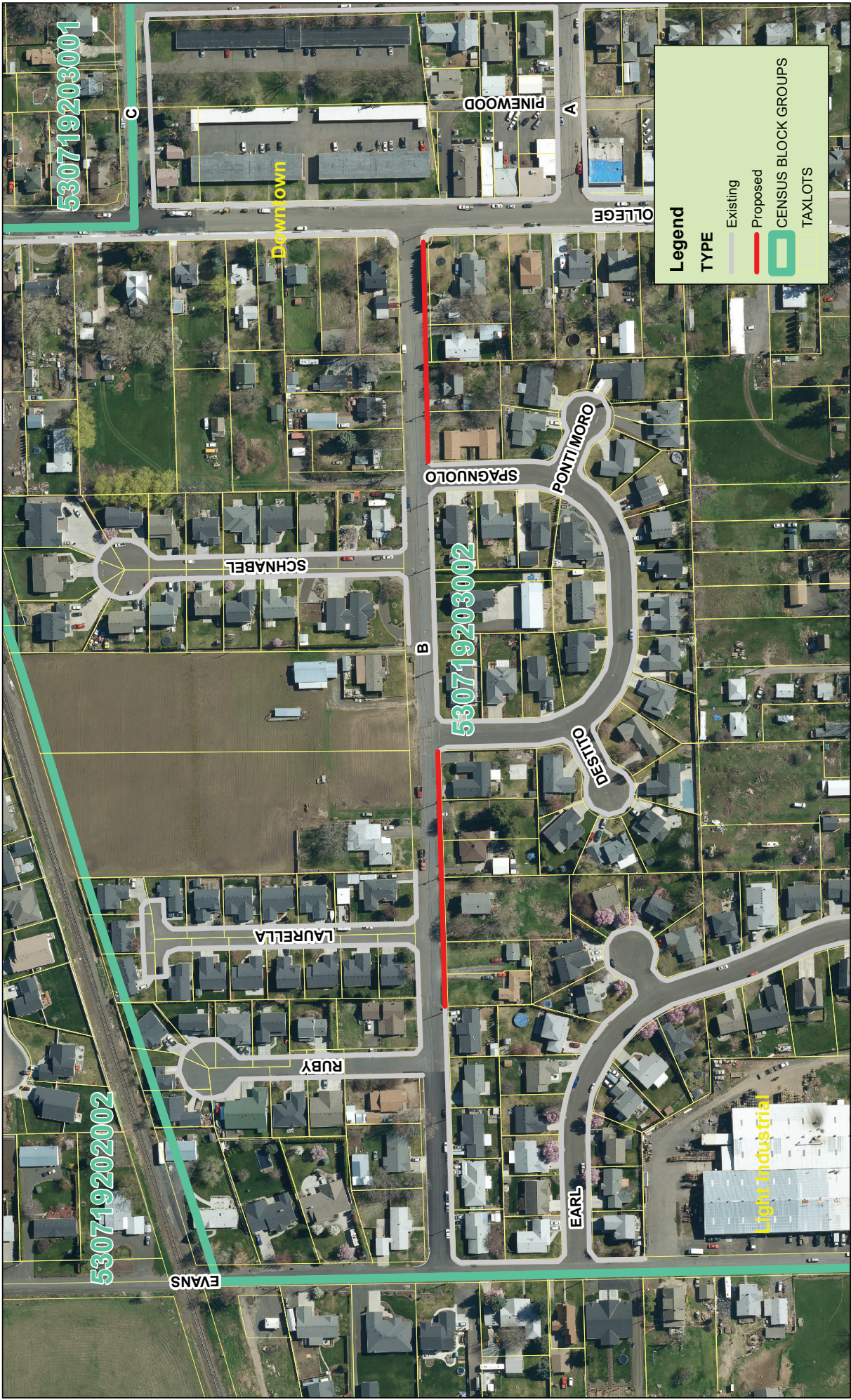


Dirija sus preguntas e inquietudes a: Sr. Mike Rizzitiello – Administrador de la ciudad, Ayuntamiento de College Place – 625 S. College Ave, Teléfono: (509)-394-8506, Correo electrónico: mrizzitiello@cpwa.us

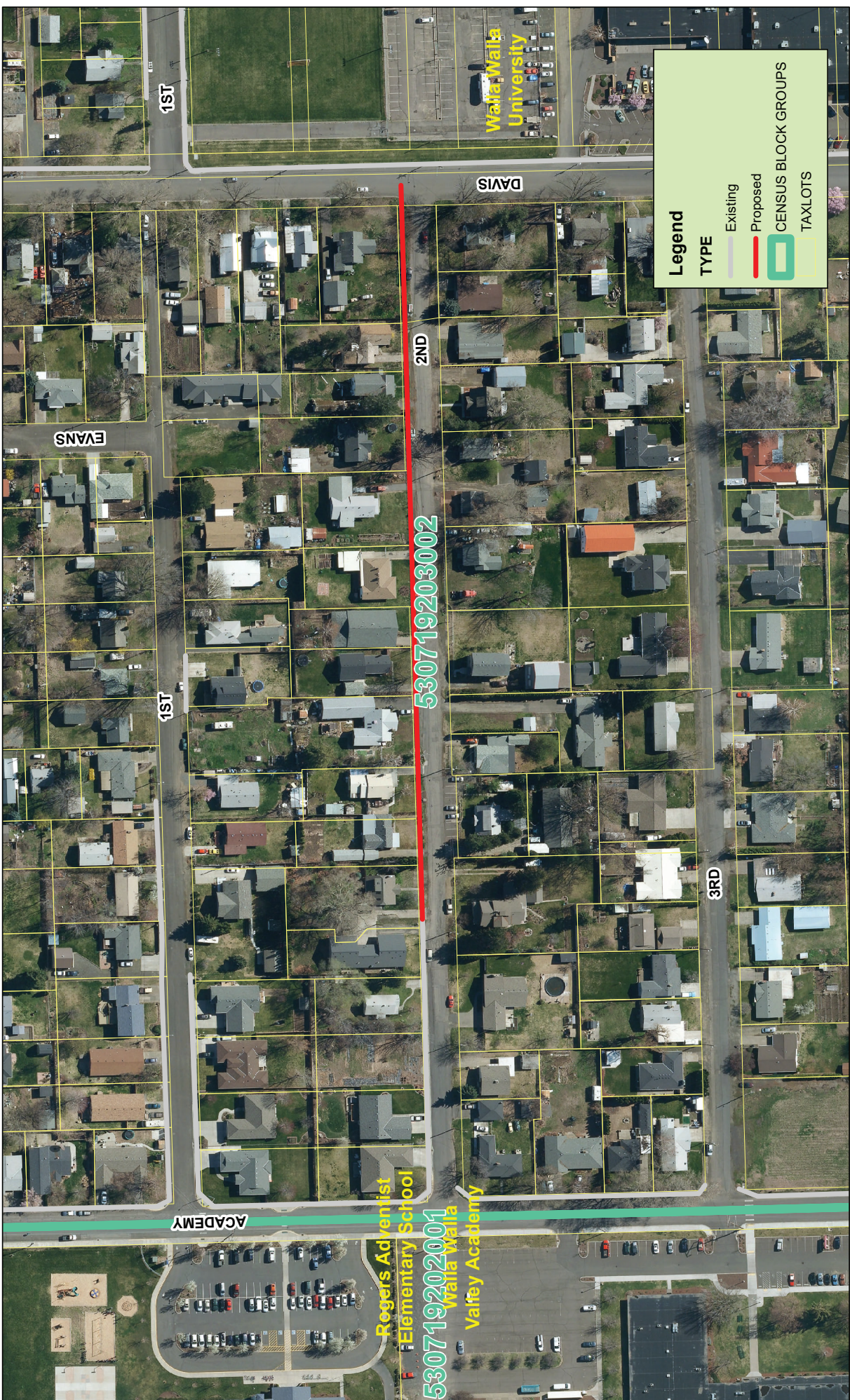
Central College Place Neighborhood: 2024 Proposed Safewalk Project (NW B & SW 2nd Sidewalk Gaps)



Central College Place Neighborhood: NW B Street Sidewalk Gaps



Central College Place Neighborhood: SW 2nd Avenue Sidewalk Gaps





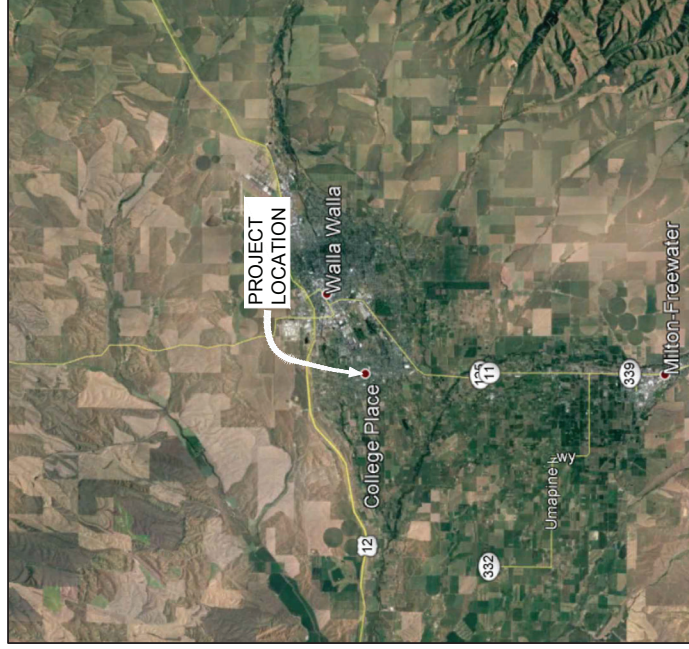
PRELIMINARY DESIGN

CITY OF COLLEGE PLACE SAFEWALK PROJECT

SEC. 36. TOWN. 07 N.: R. 35 E.: W.M.

CITY OF COLLEGE PLACE, WASHINGTON

NO.	COVER	DESCRIPTION
1.0	PROJECT PLAN OVERVIEW	
2.0	PROJECT PLAN OVERVIEW	
3.0	SW 8TH STREET (SOUTH) - SW BIRCH AVE TO S COLLEGE AVE	
3.1	SW 8TH STREET (NORTH) - SW BIRCH AVE TO S COLLEGE AVE	
4.0	SW 8TH STREET (NORTH) - S COLLEGE AVE TO SE BIRCH AVE	
4.1	SW 8TH STREET (NORTH) - S COLLEGE AVE TO SE BIRCH AVE	
5.0	SW 6TH STREET (SOUTH) - SW BIRCH AVE TO S COLLEGE AVE	
5.1	SW 6TH STREET (NORTH) - SW BIRCH AVE TO S COLLEGE AVE	
6.0	SW 2ND STREET (NORTH) - SW ACADEMY WAY TO SW DAVIS AVE	
6.1	SW 2ND STREET (NORTH) - SW ACADEMY WAY TO SW DAVIS AVE	
7.0	NW 8 STREET (SOUTH) - NW RUBY WAY TO NW SPANNUOLO LOOP	
7.1	NW 8 STREET (SOUTH) - NW RUBY WAY TO NW SPANNUOLO LOOP	
8.0	NW 8 STREET (SOUTH) - NW SPANNUOLO LOOP TO S COLLEGE AVE	
9.0	DETAILS	
9.1	DETAILS	
9.2	DETAILS	



GENERAL NOTES

- 1) THE CONTRACTOR SHALL INVESTIGATE ON SITE AND VERIFY ALL CONDITIONS AND DIMENSIONS OF THE PROJECT AND SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCY IN THE CONTRACT DOCUMENTS REQUIRING MODIFICATION PRIOR TO PROCEEDING.
- 2) THE CONTRACTOR SHALL TAKE ALL NECESSARY PREVENTATIVE MEASURES TO PROTECT THE EXISTING IMPROVEMENTS. ANY DAMAGE SHALL BE REPLACED AT NO COST TO THE OWNER.
- 3) OWNER'S PROPERTY CORNERS SHALL BE PROTECTED AT ALL TIMES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE CORNERS. THE CONTRACTOR SHALL BE RESPONSIBLE TO REFERENCE ALL CORNERS, UPON COMPLETION OF THE PROJECT, ALL EXISTING CORNERS DAMAGED BY THE CONTRACTOR, SHALL BE REPLACED BY A PROFESSIONAL LAND SURVEYOR AT THE EXPENSE OF THE CONTRACTOR.
- 4) THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND FEES.
- 5) ALL WORK SHALL CONFORM TO STATE AND LOCAL CODES, ALL CONSTRUCTION NOT SPECIFICALLY MENTIONED OR SHOWN SHALL CONFORM TO BEST SPECIFICATIONS AND STANDARDS.
- 6) UPON COMPLETION, CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS, COMPLETE WITH ELEVATIONS, TO THE PROJECT ENGINEER.
- 7) THE FINAL ACCEPTANCE SHALL BE AWAITED BY THE CONTRACTOR FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE OF ALL WORK. ANY DEFECTS IN MATERIAL OR WORKMANSHIP WITHIN THIS PERIOD SHALL BE IMMEDIATELY CORRECTED BY THE CONTRACTOR AT NO COST TO THE OWNER.
- 8) PROJECT OF WORK WAS SHOWN IN THESE DOCUMENTS WERE SUBMITTED BY USING COLLEGE PLANS, DATA AND DO NOT REPRESENT COMPREHENSIVE SURVEYING BY A LICENSED PROFESSIONAL ENGINEER/SURVEYOR. A COMPLETE ROW WAS STUDIED TO OUTSIDE THE SCOPE OF THIS PROJECT. ROW EASEMENTS AND FIELD SURVEYS WILL BE REQUIRED TO WRITE LEGAL DESCRIPTIONS FOR EACH AREA OF ACQUISITION.

UTILITY LOCATION

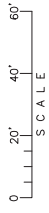
THE LOCATIONS OF UTILITIES REPRESENTED IN THIS DRAWING SET HAVE BEEN DETERMINED FROM A FIELD LOCATE AND FROM RECORDS OBTAINED FROM THE VARIOUS UTILITY COMPANIES. THE NUMBER AND LOCATIONS OF ALL UTILITIES SHOWN ARE BASED ON THE BEST EVIDENCE AVAILABLE AT THIS TIME BUT DUE TO INHERENT LIMITATIONS OF UNDERGROUND LOCATING AND LIMITED AS-BUILT DATA ALL UTILITIES SHOWN ARE FOR INFORMATIONAL PURPOSES ONLY. FOR YOUR SAFETY, STATE LAW REQUIRES THAT YOU CALL THE LOCAL "ONE-CALL," UTILITY LOCATING CENTER AT LEAST TWO WORKING DAYS BEFORE BEGINNING ANY EXCAVATION:
1-800-342-1585 (or 811)



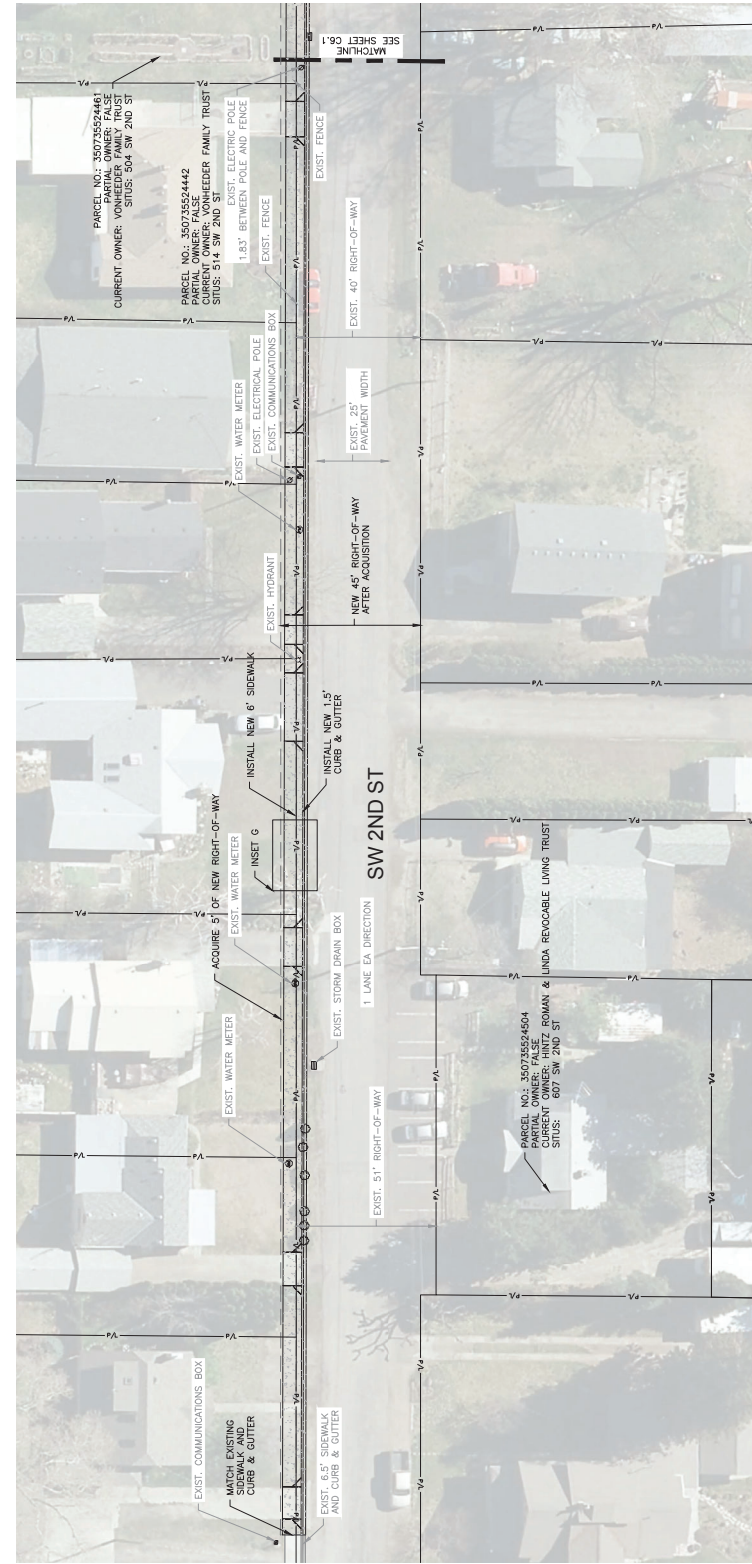
NEW	EXISTING	DESCRIPTION
		BUILDING
		BUSH OR SHRUB
		CENTERLINE MONUMENT
		CHEMICAL INJECTION FEED
		CLEANOUT
		COMMUNICATIONS BOX
		CONCRETE
		COURT
		CONTROL POINT
		CURB & GUTTER
		EDGE OF ASPHALT
		EDGE OF GRAVEL
		ELECTRICAL MANHOLE
		ELECTRIC – OVERHEAD
		ELECTRIC – UNDERGROUND
		FENCE – CHAIN LINK
		FENCE – WIRE
		FENCE – WOOD
		FIBER-OPTIC – UNDERGROUND
		FIRE HYDRANT
		GATE
		GUY WIRE
		HEDGE
		INLET
		IRRIGATION VALVE
		MAILBOX
		LIGHT POLE
		POWER POLE
		PROPERTY LINE
		PROPERTY PIN
		RETAINING WALL
		ROOF DRAIN
		SANITARY SEWER
		SANITARY SEWER MANHOLE
		SPOT ELEVATIONS
		STORM DRAIN
		STORM DRAIN MANHOLE
		TELEPHONE MANHOLE
		TELEPHONE RISER
		TELEPHONE RISER FLUSH
		TELEPHONE – OVERHEAD
		TELEPHONE – UNDERGROUND
		TEMPORARY BENCHMARK
		TRAFFIC SIGN
		TREE – CONIFEROUS
		TREE – DECIDUOUS
		WALL HYDRANT
		WATER EDGE
		WATERLINE
		WATER MANHOLE
		WATER METER
		WATER VALVE
		WATER WELL



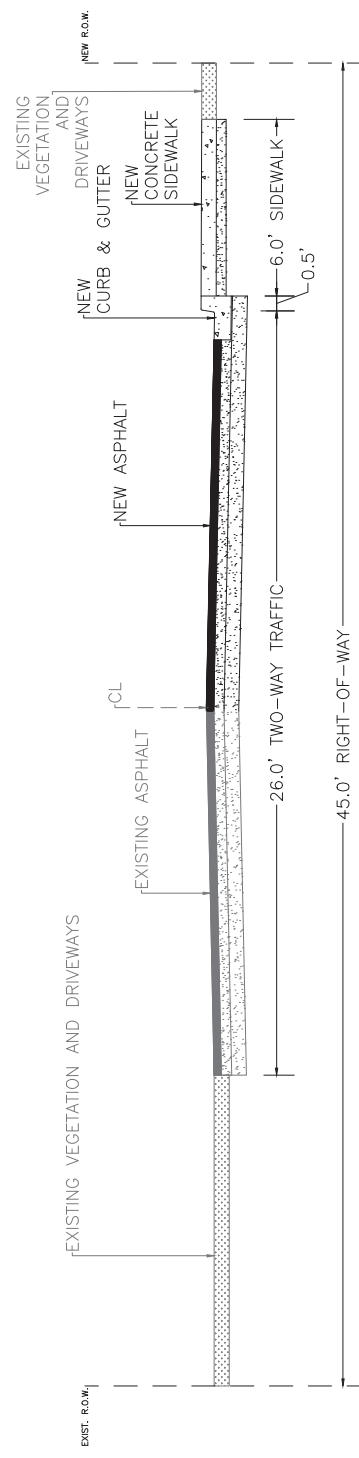
Know what's below.
Call before you dig.



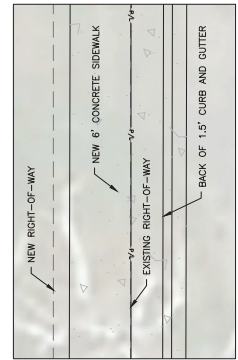
NOTES:
1. THE R.O.W. LINES AS SHOWN ON THIS PLAN ARE BASED ON THE 2018 AERIAL PHOTOGRAPHY AND DO NOT REPRESENT THE ACTUAL R.O.W. LINES. THE R.O.W. LINES WILL BE DETERMINED BY A COMPREHENSIVE R.O.W. SURVEY AND FIELD RESEARCH. ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT R.O.W. LINES. THE AREAS OF ACQUISITION AT THE TIME THE PROJECT MOVES THE DRIVEWAYS WILL LIKELY HAVE TO BE EXTENDED FURTHER ON THE EAST SIDE OF THE DRIVEWAYS TO COMPLY WITH THE R.O.W. REQUIREMENTS. IN SUCH CASES, THE R.O.W. ACQUISITION MAY BE REQUIRED.



PLAN



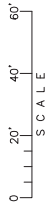
SECTION



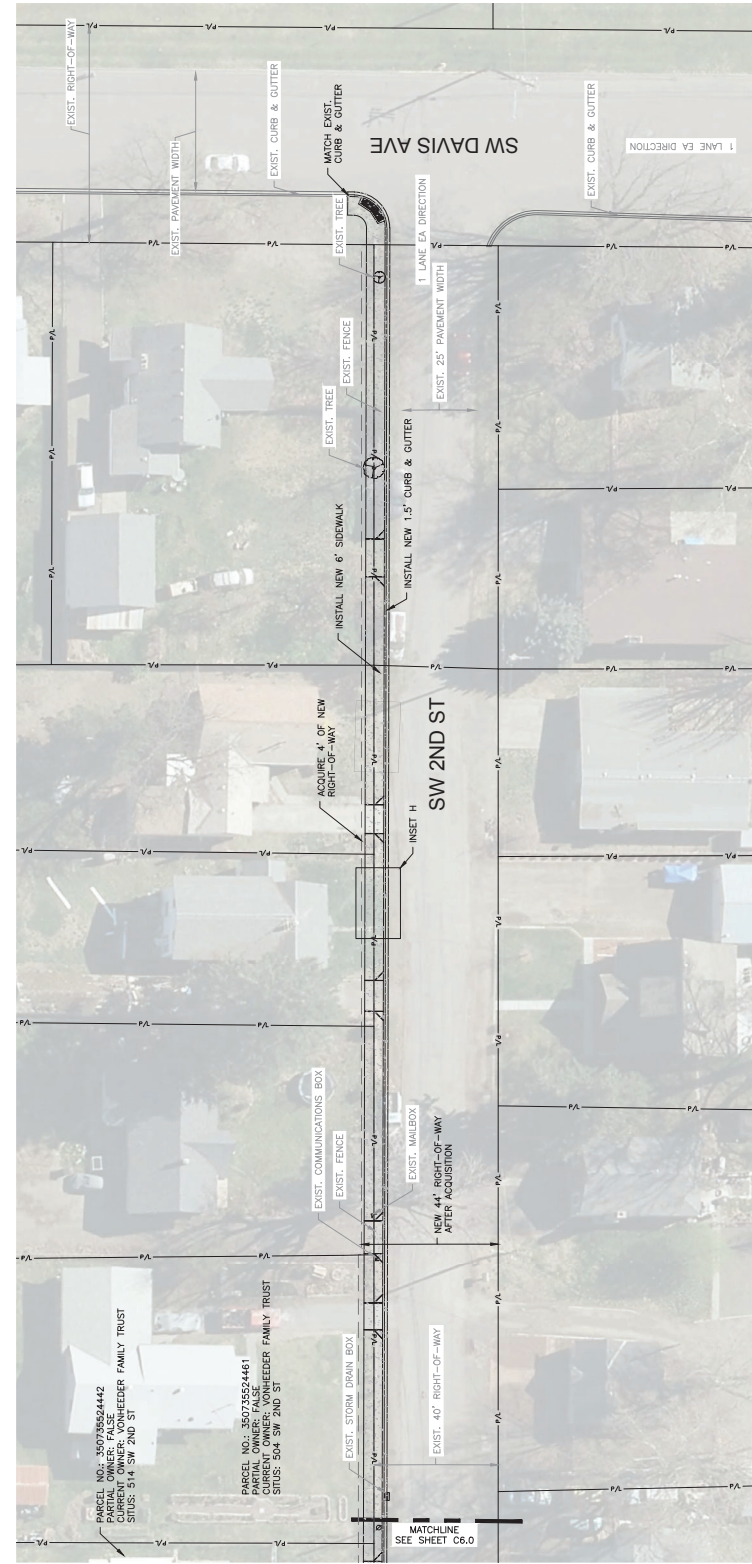
INSET G



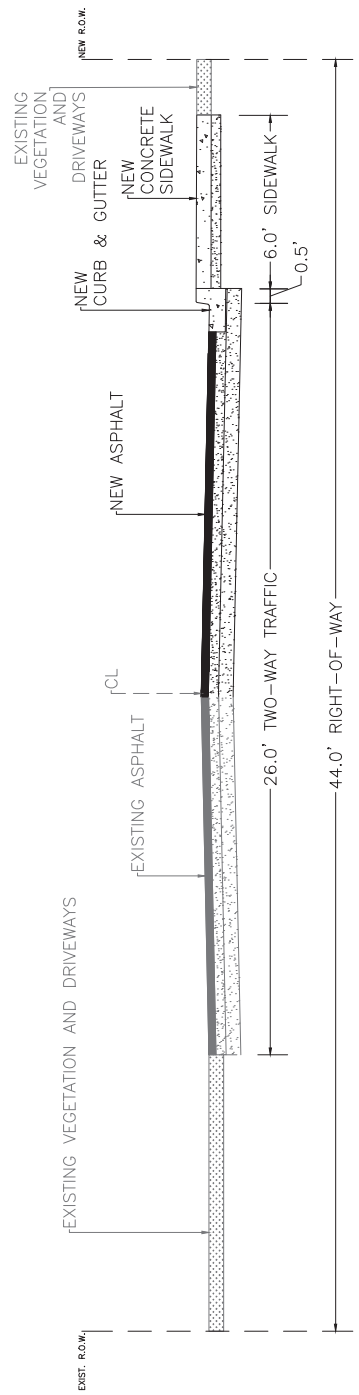
Know what's below.
Call before you dig.



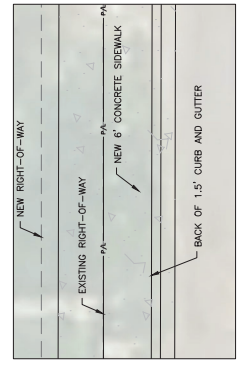
NOTES:
1. THE R.O.W. LINES AS SHOWN ON THIS PLAN ARE BASED ON THE DATA AND DO NOT REPRESENT A FIELD SURVEY. A COMPREHENSIVE R.O.W. SURVEY WITH ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT LOCATION OF THE AREAS OF ACQUISITION AT THE TIME THE PROJECT MOVES FORWARD.
2. DRIVEWAYS WILL LIKELY HAVE TO BE EXTENDED FURTHER OFF THE EXISTING R.O.W. TO COMPLY WITH THE REQUIREMENTS OF THE NATIONAL R.O.W. ACQUISITION ACT BE REQUIRED.



PLAN



SECTION



INSET H

NOT FOR CONSTRUCTION

REV	DATE	REVISION

210 Main St. • Lewiston, Idaho 83501
208.746.0038 • tdandhengineering.com

CITY OF COLLEGE PLACE SAFEWALK PROJECT
COLLEGE PLACE, WA
SW 2ND STREET (NORTH)
SW ACADEMY WAY TO SW DAVIS AVE

DESIGNED BY: LEAMAP
QUALITY CHECK: LEA
DATE: 5/29/2020
DRAWN BY: JLB
REVISION: L19-073

L19-073_S1.DWG

SHEET 6.1

Know what's below.
Call before you dig.

[illegible]

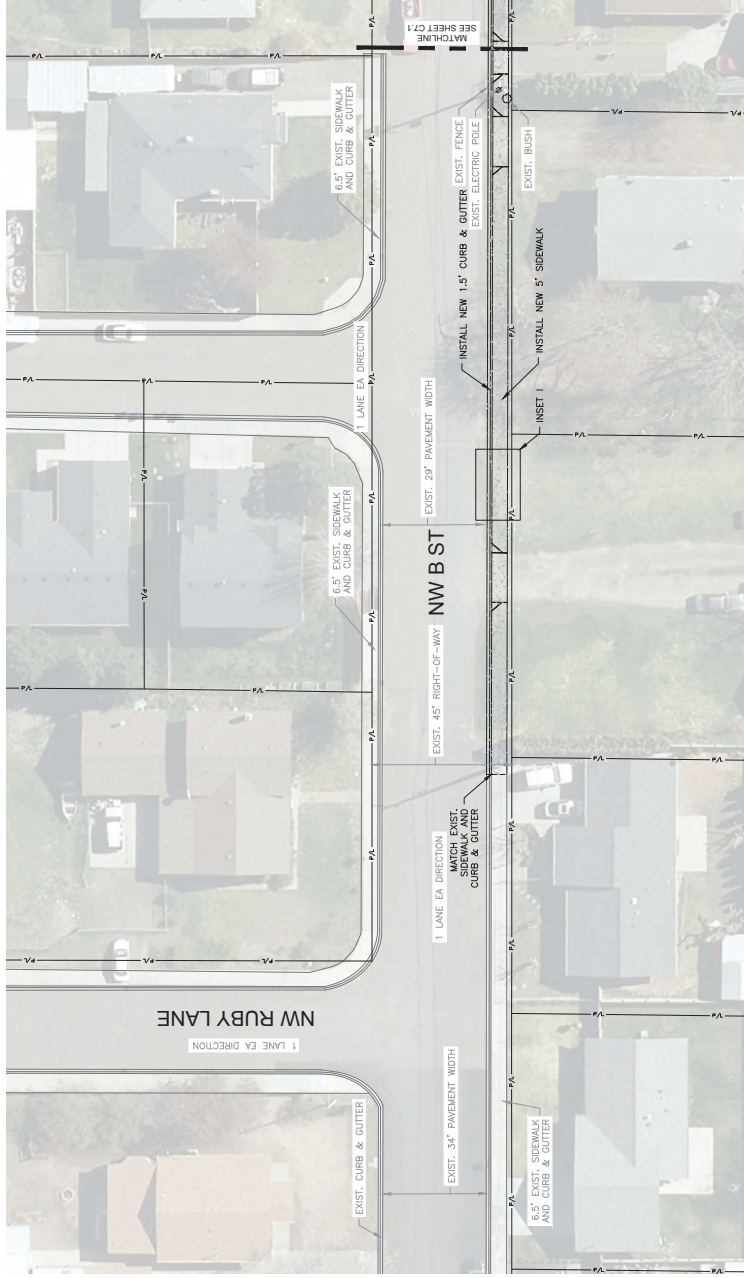
DRAWN BY: MAP
DESIGNED BY: LBA/MAP
QUALITY CHECK: LBA
DATE: 5/29/2020
JOB NO. L19-073

CITY OF COLLEGE PLACE SAFEWALK PROJECT
COLLEGE PLACE, WA

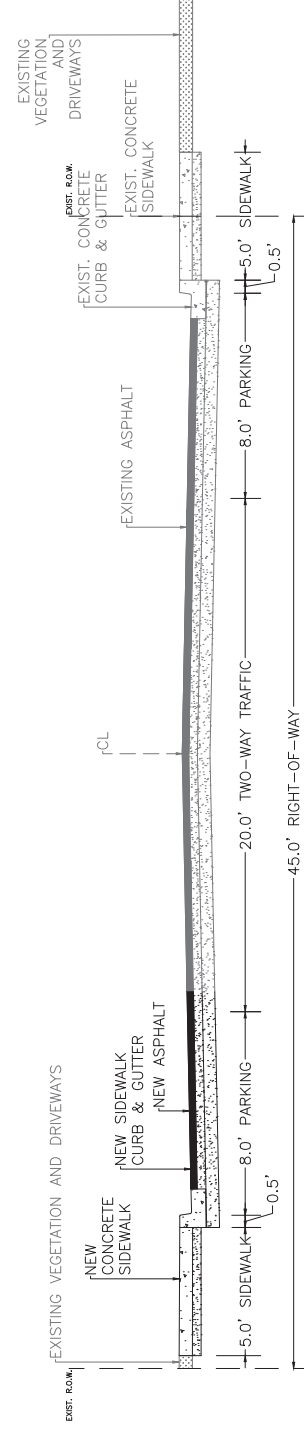
NW B STREET (SOUTH)

NW RUBY LANE TO NW SPAGNUOLO LOOP

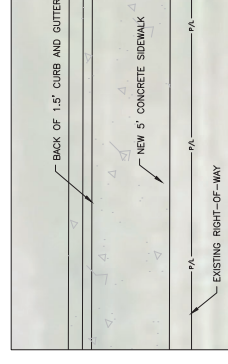
SHEET 7.0



PLAN



SECTION



INSET I

NOTES:

1. THE R.O.W. LINES AS SHOWN WERE INTERPRETED BY USING COLLEGE PLACE GIS DATA AND DO NOT REPRESENT A R.O.W. SURVEY CONDUCTED BY THE STATE OF TEXAS ENGINEERING CENTER. ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO WRITE LEGAL DESCRIPTIONS IN THE AREAS OF ACQUISITION AT THE END OF THE PROJECT MOVES FORWARD. DRIVEWAYS WILL LIKELY HAVE TO BE EXTENDED FARTHER OFF THE BACK OF WALK TO MAINTAIN ADA COMPLIANCE. SURVEYING AND ADDITIONAL R.O.W. ACQUISITION MAY BE REQUIRED.
- 2.



NOT FOR CONSTRUCTION

REV	DATE	REVISION

210 Main St • Lewiston, ID 83501

208.746.0038 • info@tdandh.com

MAP

DESIGNED BY: LEAMAP

QUALITY CHECK: LEA

DATE: 5/29/2020

PROJECT NO: 19-073

FILE NO: 19-073

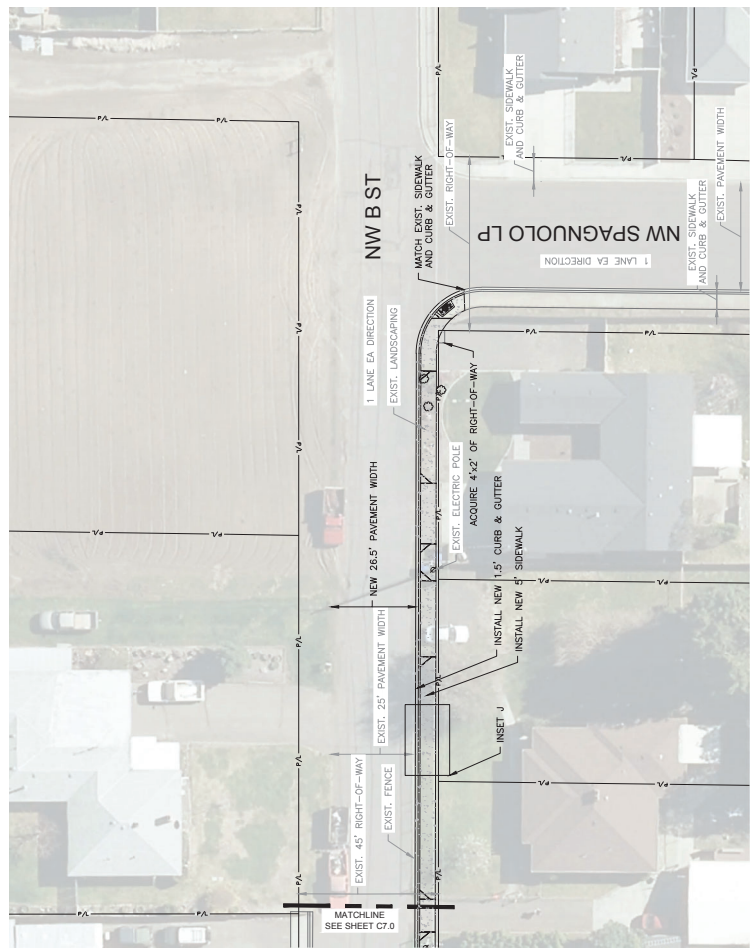
CITY OF COLLEGE PLACE SAFEWALK PROJECT

NW B STREET (SOUTH)

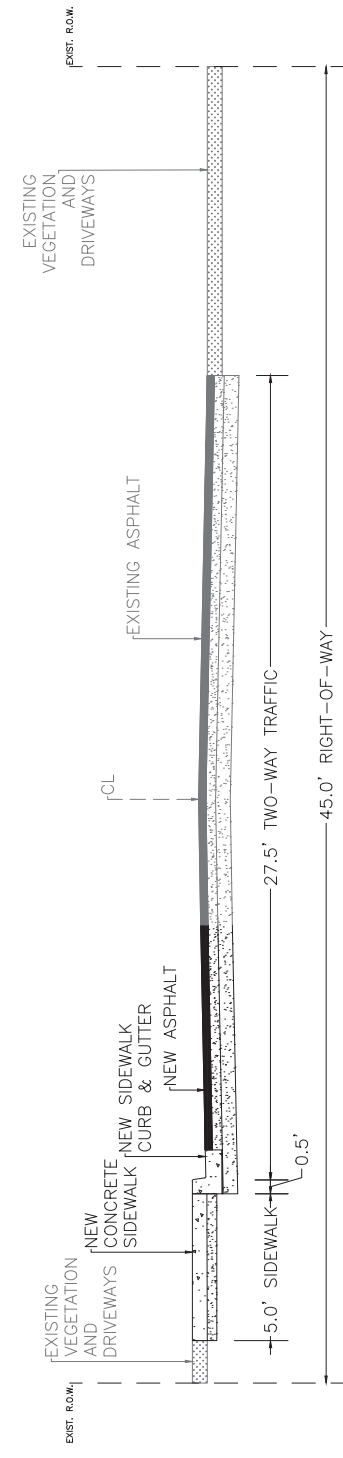
NW RUBY LANE TO NW SPAGNUOLO LOOP

7.1

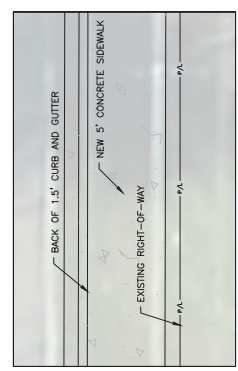
SHEET



PLAN



SECTION



INSET J

NOTES:
1. THE R.O.W. LINES AS SHOWN ON THESE PLANS ARE BASED ON THE DATA AND DO NOT REPRESENT THE ACTUAL R.O.W. SURVEY. COMPREHENSIVE R.O.W. SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT R.O.W. LINES AT THE TIME THE PROJECT MOVES FORWARD. THE R.O.W. LINES WILL BE EXTENDED FURTHER ON THE PLANS TO SHOW THE REQUIRED R.O.W. ACQUISITION. IN SUCH CASES, THE R.O.W. ACQUISITION MAY BE REQUIRED.



Know what's below.
Call before you dig.

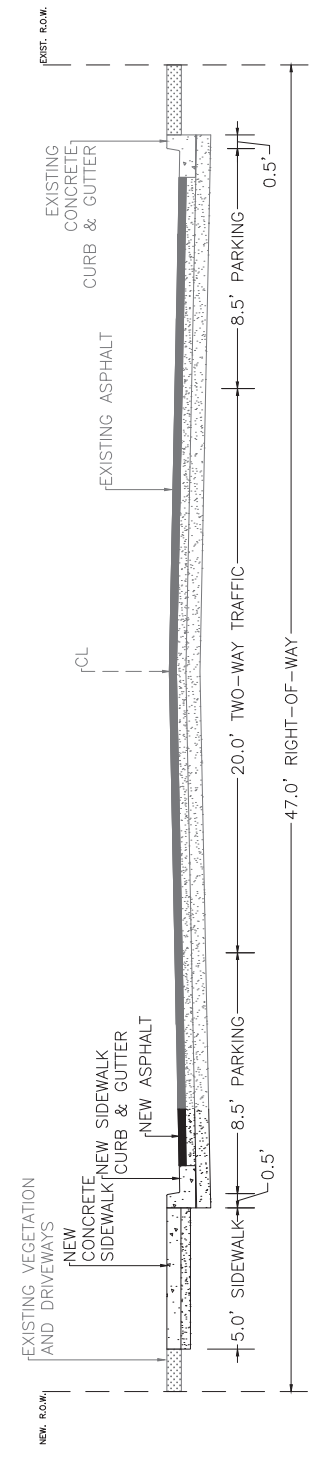


0 20' 40' 60'
SCALE

NOTES:
1. THE R.O.W. LINES AS SHOWN WERE INTERPRETED BY USING THE DATA PROVIDED. THE DATA DOES NOT REPRESENT A COMPREHENSIVE R.O.W. SURVEY. ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT R.O.W. LINES. THE AREAS OF ACQUISITION AT THE TIME THE PROJECT MOVES DROVEWAYS WILL LIKELY HAVE TO BE EXTENDED FURTHER ON THE EXISTING R.O.W. TO COMPLY WITH THE REQUIREMENTS OF THE R.O.W. ACQUISITION MAY BE REQUIRED.

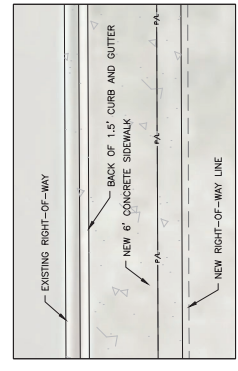


PLAN



SECTION

INSET K



⑤ EXPANSION JOINT

CITY OF COLLEGE PLACE SAFEWALK PROJECT
COLLEGE PLACE, WA

SHEET C9.3

Walla Walla Union-Bulletin

112 S 1st Ave
Walla Walla, WA 99362



**WALLA WALLA
UNION-BULLETIN**
We Bring the Valley to You

**City Of College Place
Sherri St. Clair
625 S College Ave
College Place, WA 99324
USA**

Order Confirmation

Order #:	78305
Order Ref #:	
Date:	5/9/2024
Advertiser #:	22369
Advertiser Name:	City Of College Place
Agency #:	
Agency Name:	
Account Manager:	Simon Sizer ssizer@yakimaherald.com

\$ 222.44

Ad No.	Date	Description	Position	Format
426252	5/11/2024	PUBLIC HEARING NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular co	Walla Walla Union Bulletin Broadsheet - CL-Legals	3.46 × 8.37 in × 2.0000 col.
426253	5/11/2024	PUBLIC HEARING NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular co	Walla Walla Union-Bulletin CL Online - CL-Legals	3.46 × 8.37 in × 2.0000 col.

Summary

Total Net Amount	\$ 222.44
Taxes	\$ 0.00
Total Amount	\$ 222.44

Remittance Address:

Walla Walla Union-Bulletin
PO Box 2848
Yakima, WA 98907
Tel: (206) 464-2550

Walla Walla Union-Bulletin

112 S 1st Ave
Walla Walla, WA 99362



WALLA WALLA
UNION-BULLETIN
We Bring the Valley to You

Classified Category: Legals|Public Notices

PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular council meeting at the College Place Municipal Campus, on May 28, 2024 at 7:00 PM.

The purpose of the public hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities, particularly from lower income persons and persons residing in the central core area.

Up to \$750,000 may be available to the City of College Place on a statewide competitive basis to fund public facility, community facility, economic development, planning and affordable housing projects that principally benefit low- and moderate-income persons.

An outline of the proposed CDBG *General Purpose Central College Place Sidewalk Project* will be available for review by visiting:
https://www.cpwa.us/residents/central_college_place_sidewalk_s.php, by contacting the City Clerk, Sherri St Clair at Clerk@cpwa.us, or by calling 509-394-8569. It may also be reviewed at the Administration Offices of the City of College Place after Tuesday, May 14th, 2024.

Public testimony can be provided in several ways:

Written:

- Testimony may be submitted in writing to the City Clerk at Clerk@cpwa.us no later than 4:00 PM on the Friday before the meeting date to be included in the meeting packet for inclusion in the record. Be sure to put "public hearing testimony" in the subject line of your email.

Verbal:

- Live, In-person testimony at the meeting location - provided at the beginning of each agenda.
- Live, Virtual testimony – Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using the Zoom Attendee link (<https://us06web.zoom.us/j/81002065543>). The Clerk will call on you when it is time for public testimony.
- Live, Telephone testimony - Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using on Zoom by calling Call 1-669-900-9128, entering the meeting ID (Meeting ID# 810 0206 5543). Phone controls are *9 to raise hand and *6 to mute/un-mute. The Clerk will call on you when it is time for public testimony.

The meeting room is handicap accessible. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving twenty-four (24) hour advance notice. Contact the City Clerk at 509-394-8569.

(78305) May 11, 2024



Washington State
Department of
Commerce

We strengthen communities

RURAL COMMUNITY GRANTS FOR ACTIVITIES THAT BENEFIT LOW-AND MODERATE-INCOME PERSONS

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

General Purpose Grants **\$12,000,000**

For planning or construction of public infrastructure, community facilities, affordable housing, and economic development projects.

Competitive. Maximum grant up to \$900,000 based on project type. Application materials available in March and due in June.

Housing Enhancement Grants **\$200,000**

For off-site infrastructure or the community facility component of a state Housing Trust Fund project. Competitive. Maximum grant is \$200,000, with potential additional hardship funding. Initial CDBG application forms are submitted with a HTF Stage 2 application.

Public Services Grants **\$1,500,000**

For 17 counties and community action agencies to fund new or expanded services for lower income persons. Allocated by a formula based on population and poverty. Application materials available in February and due in April.

National Objectives

Funded by the US Department of Housing & Urban Development, CDBG activities must meet one of these national objectives:

- Principally benefits low-and moderate-income (LMI) persons.
- Aids in the prevention or elimination of slums or blight.
- Addresses imminent threat to public health or safety

Funding is contingent on HUD approval of the state CDBG Action Plan.

Agency contact

Kaaren Roe
SECTION MANAGER

Local Government Division
kaaren.roe@commerce.wa.gov
Phone: 360.725.3018

www.commerce.wa.gov/CDBG

ELIGIBLE APPLICANTS:

Washington State cities/towns with less than 50,000 in population and not participating in a CDBG entitlement urban county consortium; and counties with less than 200,000 in population. A complete list is on Commerce's CDBG webpage.

Other public and non-profit entities and Indian tribes are not eligible to apply directly for state CDBG funding, but may be a partner in projects and subrecipient of funding with an eligible city/town or county.

**COMMUNITY DEVELOPMENT
BLOCK GRANT**

Federal Citizen Participation Requirements

For Local Government Applicants to the State CDBG Program

Federal Regulations 24 CFR 570.486 (a)

- (a) *Citizen participation requirements of a unit of general local government.* Each unit of general local government shall meet the following requirements as required by the state at Sec. 91.115(e) of this title.
- (1) Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
 - (2) Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds;
 - (3) Furnish citizens information, including but not limited to:
 - (i) The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - (ii) The range of activities that may be undertaken with the CDBG funds;
 - (iii) The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons; and
 - (iv) The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under Sec. 570.488.
 - (4) Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups;
 - (5) Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
 - (6) Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. *Substantially changed* means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.
 - (7) Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.

CITY OF COLLEGE PLACE SAFEWALK PROJECT
CONSTRUCTION COST ESTIMATE
2ND STREET, ACADEMY WAY TO DAVIS AVE
 Prepared by: TD&H Engineering
 June 23, 2020

Description	Approximate Quantity		Unit Cost	Total Cost
	Quantity	Unit		
Mobilization (10%)	1.0	LS	\$ 20,514.03	\$ 20,514.03
Remove Surfacing	530.9	SY	\$ 20.00	\$ 10,617.27
Remove Curb and Gutter	18.0	LF	\$ 8.00	\$ 144.00
Replace Cement Concrete Sidewalk ¹	0.0	SY	\$ 62.00	\$ -
New Cement Concrete Sidewalk ²	600.0	SY	\$ 66.00	\$ 39,600.00
Replace Curb & Gutter ¹	18.0	LF	\$ 45.00	\$ 810.00
New Curb & Gutter ²	900.0	LF	\$ 50.00	\$ 45,000.00
Replace Driveway Approach ¹	43.3	SY	\$ 73.00	\$ 3,163.33
New Driveway Approach ²	52.0	SY	\$ 78.00	\$ 4,056.00
New Asphalt	1061.7	SY	\$ 33.00	\$ 35,036.99
CSTC for Asphalt	118.0	CY	\$ 60.00	\$ 7,078.18
CSBC for Asphalt	235.9	CY	\$ 90.00	\$ 21,234.54
Obstructions	12.0	EA	\$ 1,400.00	\$ 16,800.00
Utilities	8.0	EA	\$ 2,700.00	\$ 21,600.00
Construction Subtotal				\$ 225,654.34
Contingency (20%)				\$ 45,130.87
Total Construction Estimate				\$ 270,785.21
Design Engineering (15%)				\$ 40,617.78
Construction Inspection & Management (15%)				\$ 40,617.78
General Grant Admin, Project Admin & Legal*				\$ 27,078.52
Right of Way and Easement Acquisition				\$ 124,000.00
Environmental Document & Adoption* (Assume 3%)				\$ 8,123.56
Total				\$ 511,222.84

¹ This item includes subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

² This item includes removal and disposal of surplus material, subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

*This is to be determined, based upon funding source.

**CITY OF COLLEGE PLACE SAFEWALK PROJECT
CONSTRUCTION COST ESTIMATE
B STREET, RUBY LAND TO SPAGNUOLO LOOP**
Prepared by: TD&H Engineering
June 23, 2020

Description	Approximate Quantity		Unit Cost	Total Cost
	Quantity	Unit		
Mobilization (10%)	1.0	LS	\$ 8,670.77	\$ 8,670.77
Remove Surfacing	121.4	SY	\$ 20.00	\$ 2,427.13
Remove Curb and Gutter	14.0	LF	\$ 8.00	\$ 112.00
Replace Cement Concrete Sidewalk ¹	5.0	SY	\$ 62.00	\$ 310.00
New Cement Concrete Sidewalk ²	237.8	SY	\$ 66.00	\$ 15,693.33
Replace Curb & Gutter ¹	14.0	LF	\$ 45.00	\$ 630.00
New Curb & Gutter ²	423.0	LF	\$ 50.00	\$ 21,150.00
Replace Driveway Approach ¹		SY	\$ 73.00	\$ -
New Driveway Approach ²	83.3	SY	\$ 78.00	\$ 6,500.00
New Asphalt	232.7	SY	\$ 33.00	\$ 7,679.54
CSTC for Asphalt	25.9	CY	\$ 60.00	\$ 1,551.42
CSBC for Asphalt	51.7	CY	\$ 90.00	\$ 4,654.27
Obstructions	5.0	EA	\$ 1,200.00	\$ 6,000.00
Utilities	2.0	EA	\$ 10,000.00	\$ 20,000.00
Construction Subtotal				\$ 95,378.46
Contingency (20%)				\$ 19,075.69
Total Construction Estimate				\$ 114,454.15
Design Engineering (15%)				\$ 17,168.12
Construction Inspection & Management (15%)				\$ 17,168.12
General Grant Admin, Project Admin & Legal*				\$ 11,445.42
Right of Way and Easement Acquisition**				\$ 18,000.00
Environmental Document & Adoption* (Assume 3%)				\$ 3,433.62
Total				\$ 181,669.44

¹ This item includes subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

² This item includes removal and disposal of surplus material, subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

*This is to be determined, based upon funding source.

**Consider a land-entry-permit other easement for minor property line infraction.

CITY OF COLLEGE PLACE SAFEWALK PROJECT
CONSTRUCTION COST ESTIMATE
B STREET, SPAGNUOLO LOOP TO COLLEGE STREET
 Prepared by: TD&H Engineering
 June 23, 2020

Description	Approximate Quantity		Unit Cost	Total Cost
	Quantity	Unit		
Mobilization (10%)	1.0	LS	\$ 6,341.40	\$ 6,341.40
Remove Surfacing	83.3	SY	\$ 20.00	\$ 1,666.67
Remove Curb and Gutter	360.0	LF	\$ 8.00	\$ 2,880.00
Replace Cement Concrete Sidewalk ¹	3.3	SY	\$ 62.00	\$ 206.67
New Cement Concrete Sidewalk ²	229.3	SY	\$ 66.00	\$ 15,136.00
Replace Curb & Gutter ¹	360.0	LF	\$ 45.00	\$ 16,200.00
New Curb & Gutter ²	0.0	LF	\$ 50.00	\$ -
Replace Driveway Approach ¹	43.3	SY	\$ 73.00	\$ 3,163.33
New Driveway Approach ²	12.7	SY	\$ 78.00	\$ 988.00
New Asphalt	80.0	SY	\$ 33.00	\$ 2,640.00
CSTC for Asphalt	8.9	CY	\$ 60.00	\$ 533.33
CSBC for Asphalt	17.8	CY	\$ 90.00	\$ 1,600.00
Obstructions	28.0	EA	\$ 300.00	\$ 8,400.00
Utilities	1.0	EA	\$ 10,000.00	\$ 10,000.00
Construction Subtotal				\$ 69,755.40
Contingency (20%)				\$ 13,951.08
Total Construction Estimate				\$ 83,706.48
Design Engineering (15%)				\$ 12,555.97
Construction Inspection & Management (15%)				\$ 12,555.97
General Grant Admin, Project Admin & Legal*				\$ 8,370.65
Right of Way and Easement Acquisition				\$ 40,000.00
Environmental Document & Adoption* (Assume 3%)				\$ 2,511.19
Total				\$ 159,700.27

¹ This item includes subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

² This item includes removal and disposal of surplus material, subgrade preparation, installation of the item, as well as the materials, labor and equipment required to install the item.

*This is to be determined, based upon funding source.



Safewalk College Place

This project entails the right-of-way acquisition, final engineering, and construction for 1,773 linear feet of six-foot wide sidewalk with ramps constructed to Americans with Disabilities Act (ADA) standards. The construction will fill in gaps within the pedestrian network on the south side of NW B between NW Ruby and NW Spagnuolo, NW Spagnuolo and N College Ave, and north side of SW 2nd Street between SW Davis Avenue and SW Academy Way. **The estimated cost of the project is \$844,434.67 (factoring in inflation since 2019 from cost estimate) with the split at Local Cost: \$94,434.67 (TBD /State Community Development Block Grant (CDBG) at \$750,000/00.** If grant is awarded the project would proceed with engineering throughout 2025 with the final construction occurring in Summer 2026.

Project Map



Please direct questions and concerns to: Mr. Mike Rizzitiello – City Administrator, College Place City Hall – 625 S. College Ave, Phone: (509)-394-8506, Email: mrizzitiello@cpwa.us



Lugar universitario

Safewalk

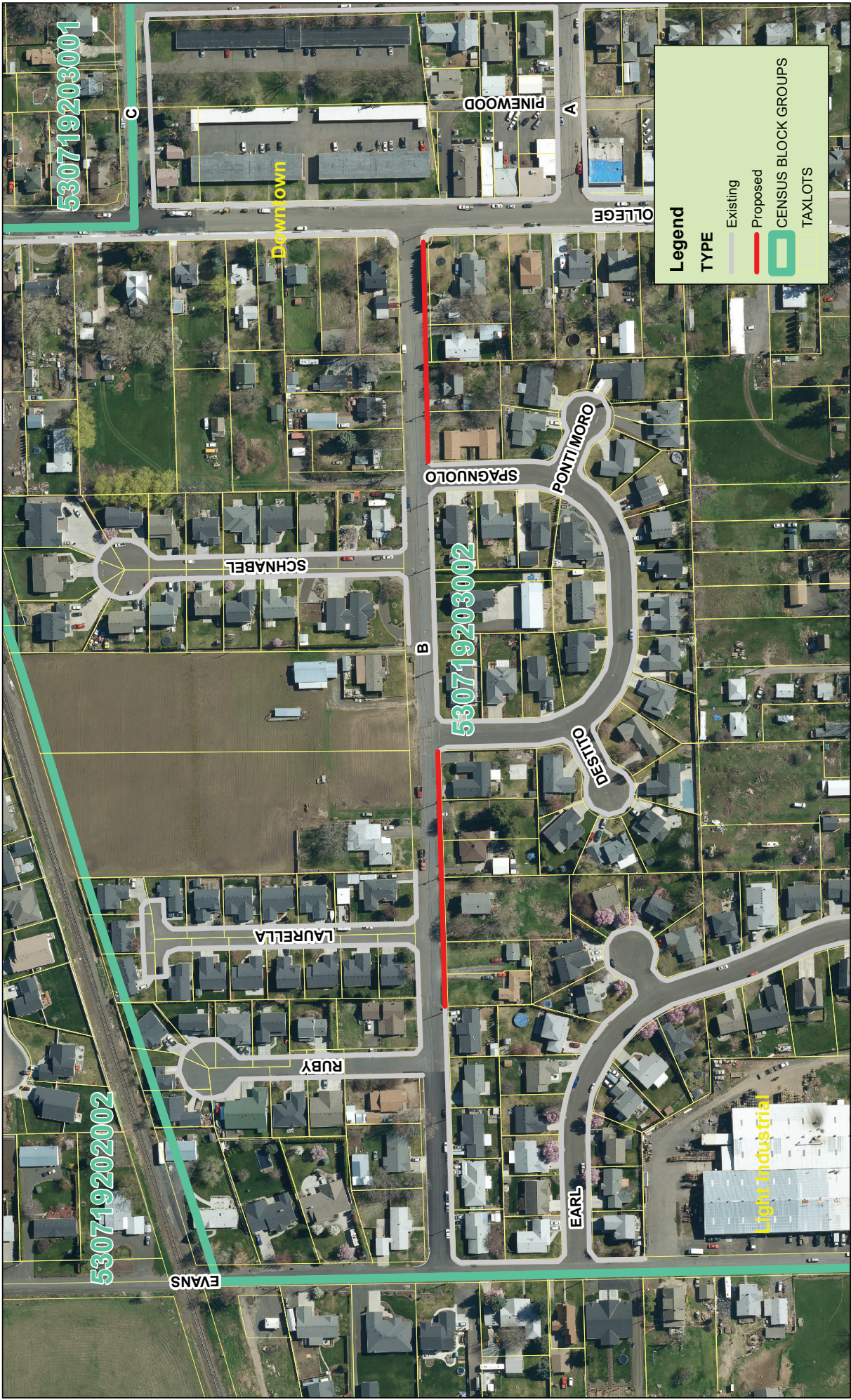
Este proyecto implica la adquisición del derecho de paso, la ingeniería final y la construcción de 1,773 pies lineales de acera de seis pies de ancho con rampas construidas según los estándares de la Ley de Estadounidenses con Discapacidades (ADA). La construcción llenará los espacios vacíos dentro de la red peatonal en el lado sur de NW B entre NW Ruby y NW Spagnuolo, NW Spagnuolo y N College Ave, y el lado norte de SW 2nd Street entre SW Davis Avenue y SW Academy Way. El costo estimado del proyecto es \$844,434.67 (teniendo en cuenta la inflación desde 2019 a partir de la estimación de costos) con la división en costo local: \$94,434.67 (por determinar/subvención en bloque para el desarrollo comunitario estatal (CDBG) a \$750,000/00. Si se otorga la subvención, el proyecto continuaría con ingeniería a lo largo de 2025 y la construcción final se realizará en el verano de 2026.

Mapa Del Proyecto

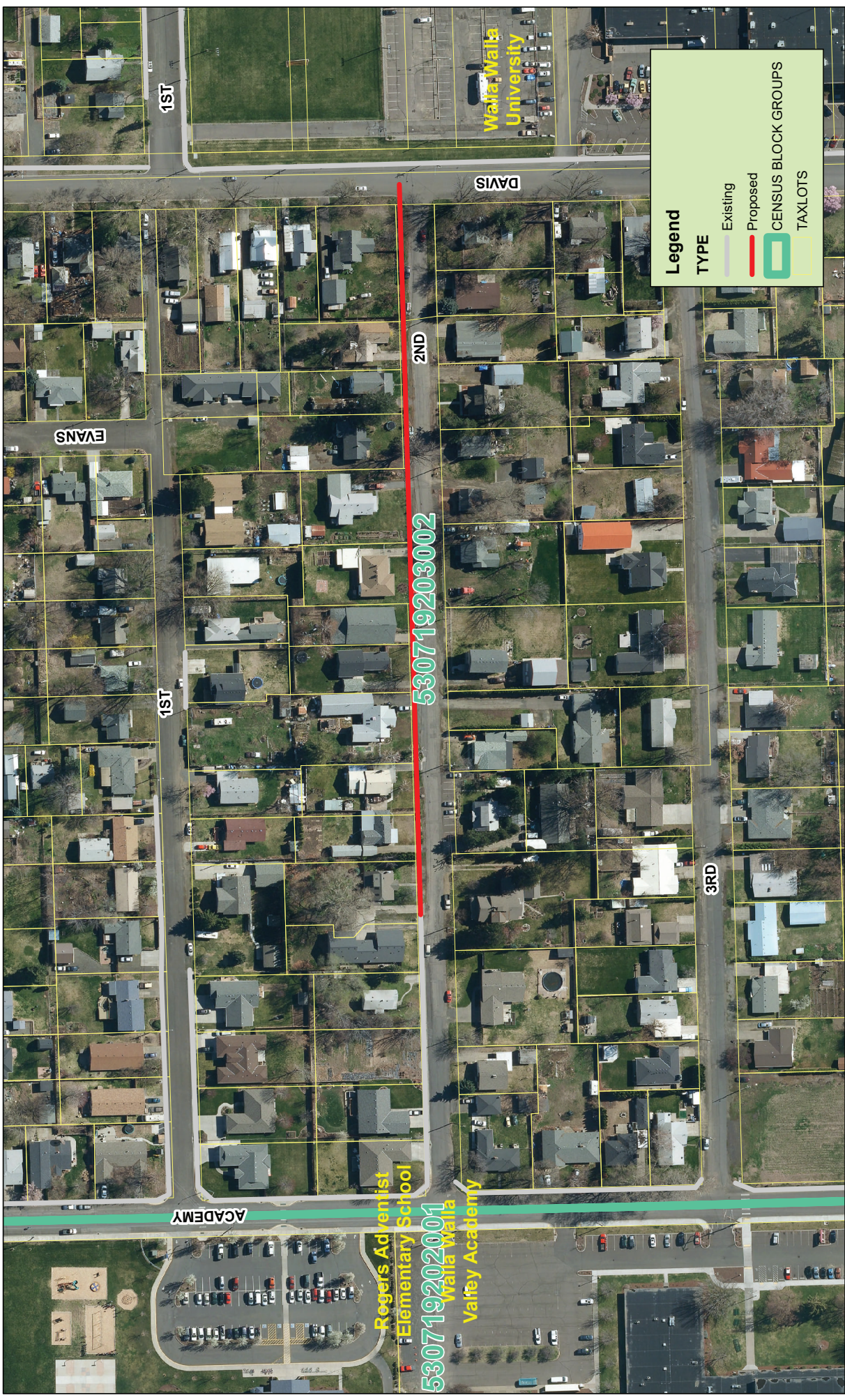


Dirija sus preguntas e inquietudes a: Sr. Mike Rizzitiello – Administrador de la ciudad, Ayuntamiento de College Place – 625 S. College Ave, Teléfono: (509)-394-8506, Correo electrónico: mrizzitiello@cpwa.us

Central College Place Neighborhood: NW B Street Sidewalk Gaps



Central College Place Neighborhood: SW 2nd Avenue Sidewalk Gaps





Know what's below.
Call before you dig.

PRELIMINARY DESIGN

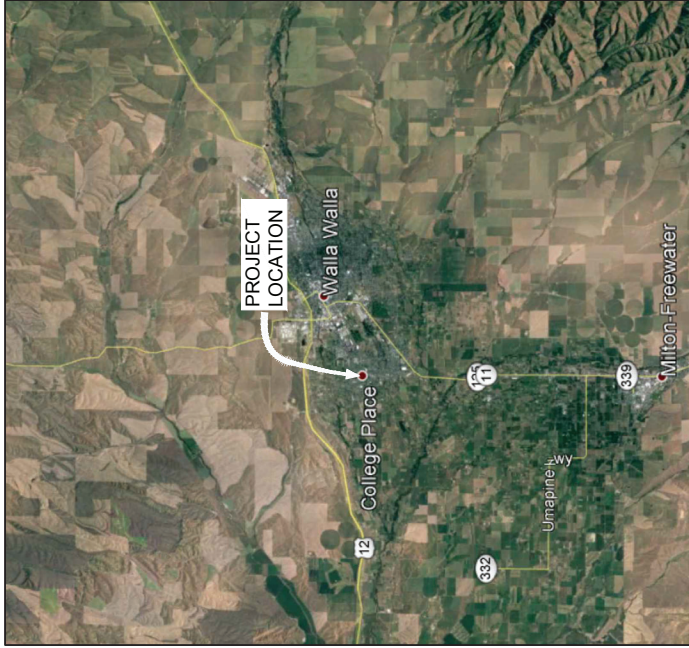
CITY OF COLLEGE PLACE SAFEWALK PROJECT

SEC. 36, TWN. 07 N., R. 35 E., W.M.
CITY OF COLLEGE PLACE, WASHINGTON

SHEET INDEX	
NO.	DESCRIPTION
1.0	COVER
2.0	PROJECT PLAN OVERVIEW
3.0	SW 8TH STREET (NORTH) - SW BADE AVE TO S COLLEGE AVE
4.0	SW 8TH STREET (NORTH) - S COLLEGE AVE TO SE BIRCH AVE
4.1	SW 8TH STREET (NORTH) - S COLLEGE AVE TO SE BIRCH AVE
5.0	SW 8TH STREET (NORTH) - SW BADE AVE TO S COLLEGE AVE
5.1	SW 8TH STREET (NORTH) - SW BADE AVE TO S COLLEGE AVE
6.0	SW 2ND STREET (NORTH) - SW ACADEMY WAY TO SW DAVIS AVE
6.1	SW 2ND STREET (NORTH) - SW ACADEMY WAY TO SW DAVIS AVE
7.0	NW B STREET (SOUTH) - NW RUBY LANE TO NW SPANGLIOLO LOOP
8.0	NW B STREET (SOUTH) - NW RUBY LANE TO NW SPANGLIOLO LOOP
9.0	DETAILS
9.1	DETAILS
9.2	DETAILS
9.3	DETAILS

GENERAL NOTES

- THE CONTRACTOR SHALL INVESTIGATE ON SITE AND VERIFY ALL CONDITIONS AND DIMENSIONS OF THE PROJECT AND SHALL NOTIFY THE ENGINEER OF ANY DISCREPANCY IN THE CONTRACT DOCUMENTS REQUIRING ACQUISITION PRIOR TO PROCEEDING.
- THE CONTRACTOR SHALL TAKE ALL NECESSARY PREVENTATIVE MEASURES TO PROTECT THE EXISTING IMPROVEMENTS. ANY DAMAGE SHALL BE REPLACED AT NO COST TO THE OWNER.
- OWNER'S PROPERTY CORNERS SHALL BE PROTECTED AT ALL TIMES, AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE EXISTING IMPROVEMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE EXISTING IMPROVEMENTS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF THE EXISTING IMPROVEMENTS.
- THE CONTRACTOR SHALL PAY FOR AND SECURE ALL NECESSARY PERMITS AND FEES.
- ALL WORK SHALL CONFORM TO STATE AND LOCAL CODES. ALL CONSTRUCTION NOT SPECIFICALLY MENTIONED OR SHOWN SHALL CONFORM TO WSDOT SPECIFICATIONS AND STANDARDS.
- UPON COMPLETION, CONTRACTOR SHALL PROVIDE AS-BUILT DRAWINGS, COMPLETE WITH ELEVATIONS, TO THE ENGINEER OF RECORD.
- THIS PROJECT SHALL BE GUARANTEED BY THE CONTRACTOR FOR A PERIOD OF ONE (1) YEAR FROM THE DATE OF FINAL ACCEPTANCE OF ALL WORK. ANY DEFECTS IN MATERIAL OR WORKMANSHIP SHALL BE IMMEDIATELY CORRECTED BY THE CONTRACTOR AT NO COST TO THE OWNER.
- THE RIGHT-OF-WAY LINES SHOWN IN THESE DRAWINGS WERE INTERPRETED BY USING COLLEGE PLACE GIS DATA AND DO NOT REPRESENT A COMPREHENSIVE ROW STUDY BY THE ENGINEER/SURVEYOR. A COMPLETE ROW STUDY WAS OUTSIDE THE SCOPE OF THIS PROJECT. ROW LINES SHOWN ARE BASED ON FIELD SURVEYS WILL BE REQUIRED TO WRITE LEGAL DESCRIPTIONS FOR EACH AREA OF ACQUISITION.



UTILITY LOCATION

THE LOCATIONS OF UTILITIES REPRESENTED IN THIS DRAWING SET WERE OBTAINED FROM THE VARIOUS UTILITY COMPANIES. THE NUMBER AND LOCATIONS OF ALL UTILITIES SHOWN ARE BASED ON THE BEST EVIDENCE AVAILABLE AT THIS TIME BUT DUE TO INHERENT LIMITATIONS OF UNDERGROUND LOCATING AND LIMITED AS-BUILT DATA ALL UTILITIES SHOWN ARE FOR INFORMATIONAL PURPOSES ONLY. FOR VERIFICATION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING "ONE-CALL" UNDERGROUND UTILITY LOCATING CENTER AT LEAST TWO WORKING DAYS BEFORE BEGINNING ANY EXCAVATION: 1-800-342-1585 (or 811)

NOT FOR CONSTRUCTION

REVISION

REV

DATE

210 MAIN ST. • LEWISTON, IDAHO 83501

208.765.0038 • tdandhengineering.com

DESIGNED BY: LEAMAP

QUALITY CHECK: LBA

DATE: 5/29/2020

SCALE: 1"=40'

FIELDBOOK: L19-073

COVER

CITY OF COLLEGE PLACE SAFEWALK PROJECT

COLLEGE PLACE, WA

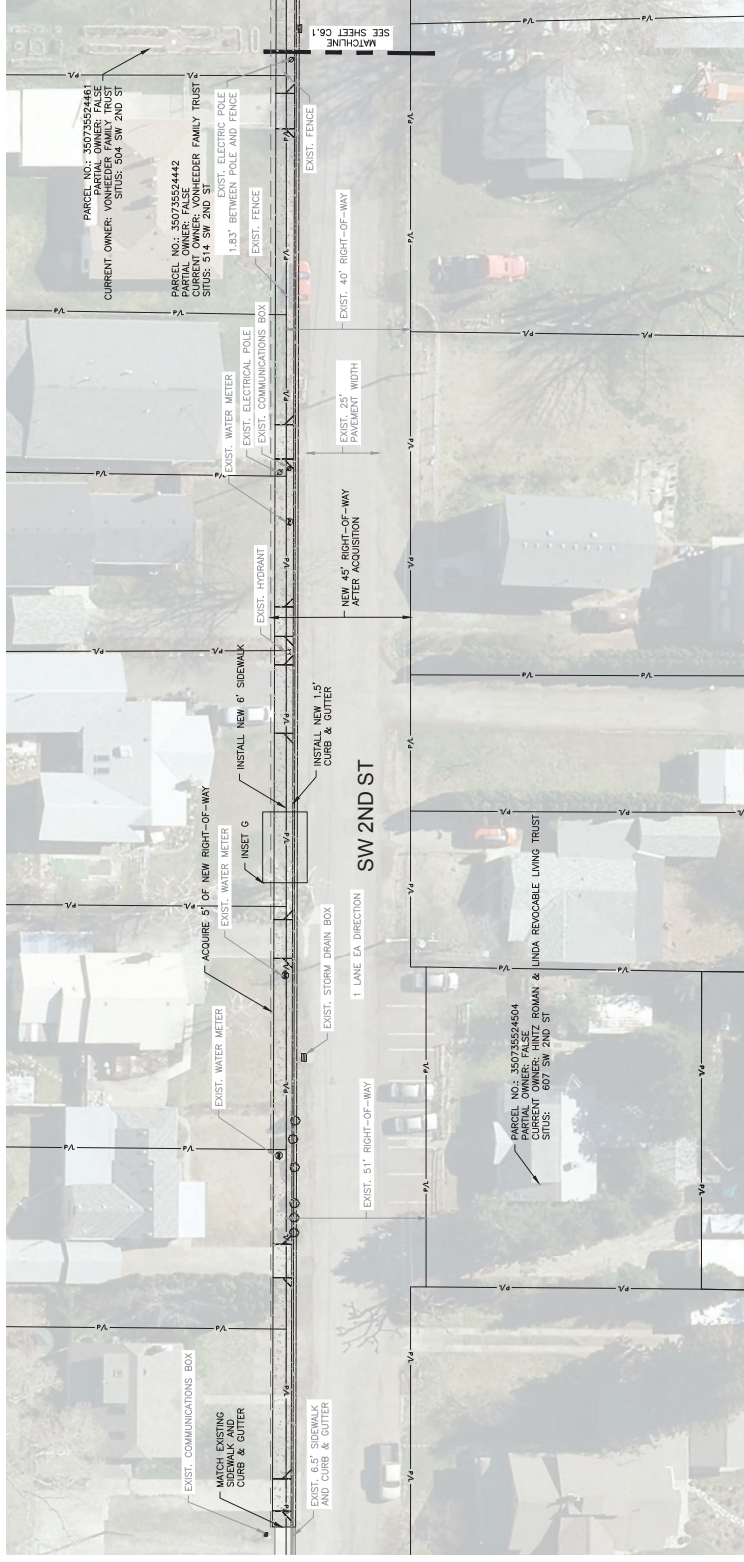
118973.10 COVER.DWG

SHEET 1.0

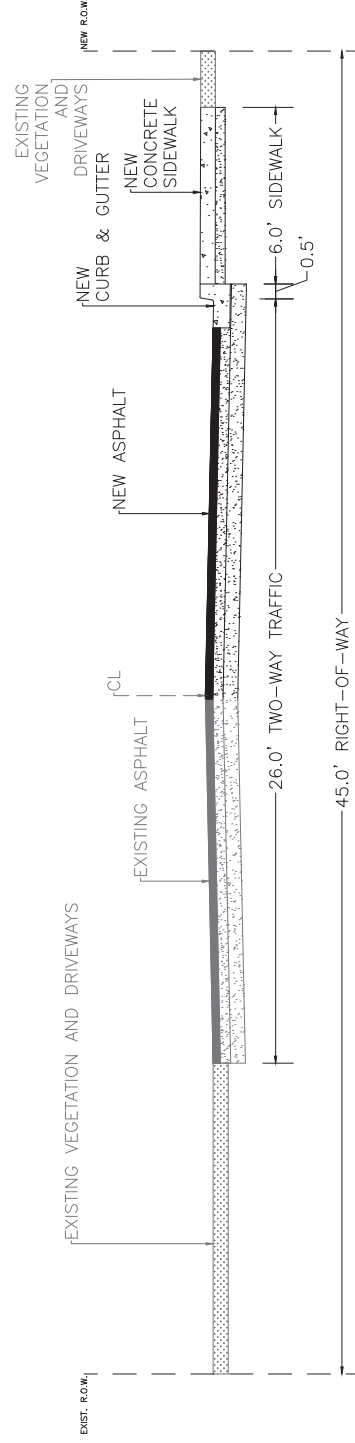
LEGEND

NEW	EXISTING	DESCRIPTION
		BUILDING
		BUSH OR SHRUB
		CENTERLINE MONUMENT
		CHEMICAL INJECTION FEED
		CLEANOUT
		COMMUNICATIONS BOX
		CONCRETE
		CONTOUR
		CONTROL POINT
		CURB & GUTTER
		EDGE OF ASPHALT
		EDGE OF GRAVEL
		ELECTRICAL MANHOLE
		ELECTRICAL OUTLET
		ELECTRIC - OVERHEAD
		ELECTRIC - UNDERGROUND
		FENCE - CHAIN LINK
		FENCE - WIRE
		FENCE - WOOD
		FIBER-OPTIC - UNDERGROUND
		FIRE HYDRANT
		GATE
		GUY WIRE
		HEDGE
		INLET
		IRRIGATION VALVE
		MAILBOX
		LIGHT POLE
		POWER POLE
		PROPERTY LINE
		RETAINING WALL
		ROOF DRAIN
		SANITARY SEWER
		SANITARY SEWER MANHOLE
		SPOT ELEVATIONS
		STORM DRAIN
		STORM DRAIN MANHOLE
		TELEPHONE MANHOLE
		TELEPHONE RISER
		TELEPHONE RISER FLUSH
		TELEPHONE - OVERHEAD
		TELEPHONE - UNDERGROUND
		TEMPORARY BENCHMARK
		TRAFFIC SIGN
		TREE - CONIFEROUS
		TREE - DECIDUOUS
		WALL HYDRANT
		WATER EDGE
		WATER MANHOLE
		WATER METER
		WATER VALVE
		WATER WELL

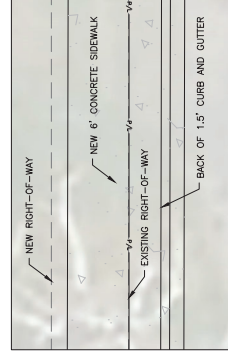
Know what's below.
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PLAN



SECTION



INSET G



NOT FOR CONSTRUCTION

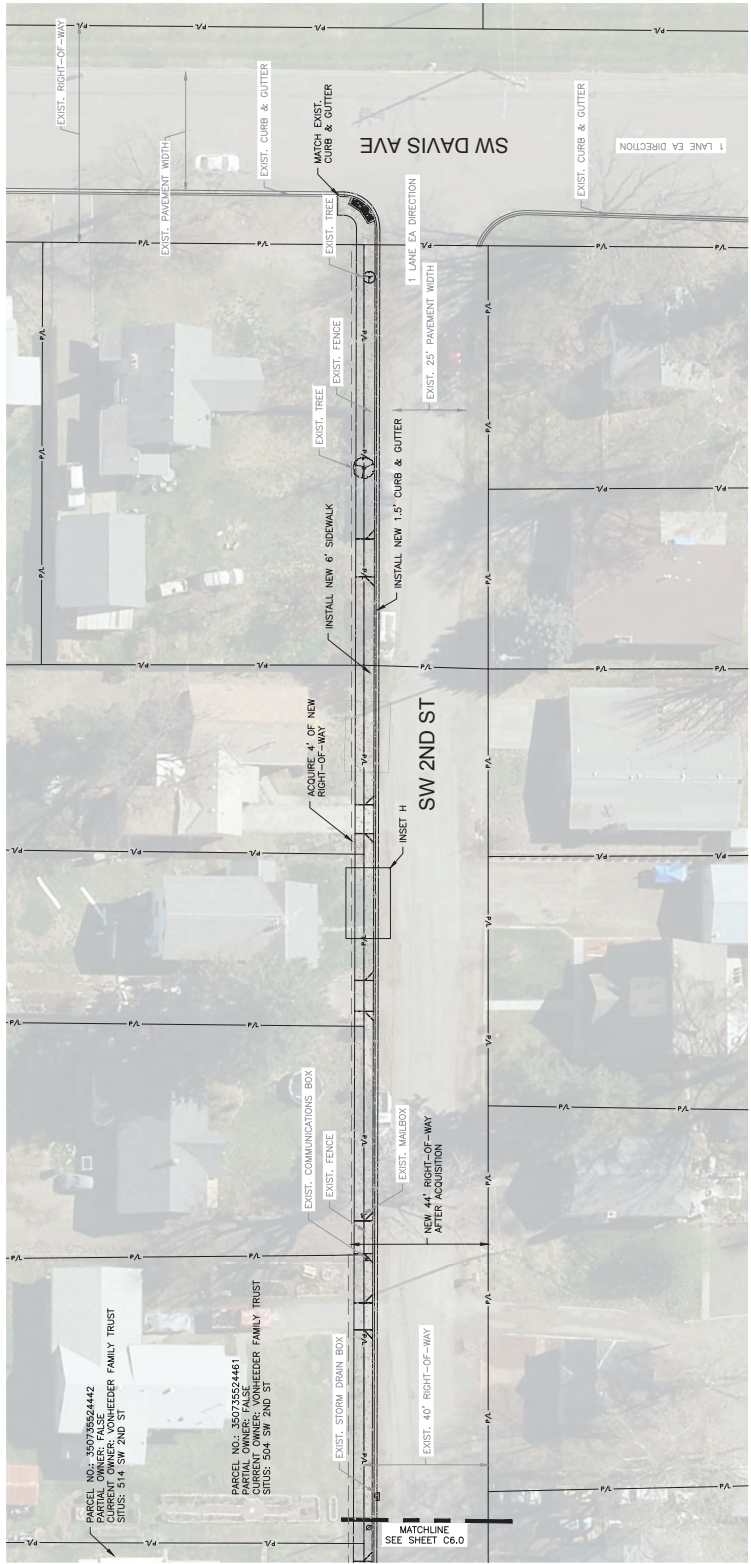
REV	DATE	REVISION

210 Main St. • Lewiston, ID 83501
208.746.0038 • tdandhengineering.com

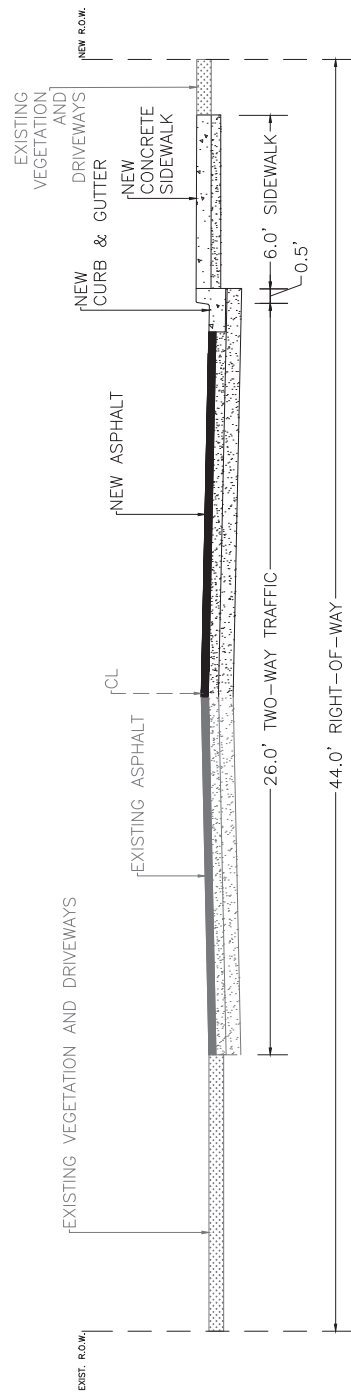
MAP
DESIGNED BY: LEAMAP
QUALITY CHECK: LEA
DATE: 5/29/2020
BY: JLD
FILEBOOK: L19-073

CITY OF COLLEGE PLACE SAFEWALK PROJECT
COLLEGE PLACE, WA
SW 2ND STREET (NORTH)
SW ACADEMY WAY TO SW DAVIS AVE

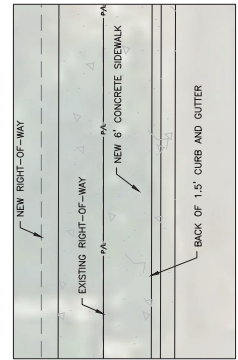
NOTES:
1. THE R.O.W. LINES AS SHOWN ON THIS PLAN ARE BASED ON THE DATA AND DO NOT REPRESENT A FIELD SURVEY. A COMPREHENSIVE R.O.W. SURVEY AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT LOCATION OF THE AREAS OF ACQUISITION AT THE TIME THE PROJECT MOVES FORWARD.
2. DRIVEWAYS WILL LIKELY HAVE TO BE EXTENDED FURTHER ON THE EXISTING R.O.W. TO COMPLY WITH THE REQUIREMENTS OF THE WASHINGTON STATE DEPARTMENT OF TRANSPORTATION. ACQUISITION OF ADDITIONAL R.O.W. MAY BE REQUIRED.



PLAN



SECTION



INSET H



NOT FOR CONSTRUCTION

REVISION

DATE

REV

210 Main St. - LEWISTON, IDAHO 83501

208.746.0038 • tdandhengineering.com

T

D

&

H

Engineering

DRAWN BY: LEAMAP

DESIGNED BY: LEAMAP

QUALITY CHECK: LEA

DATE: 5/29/2020

BY: JAC

FILE NO: L19-073

CITY OF COLLEGE PLACE SAFEWALK PROJECT

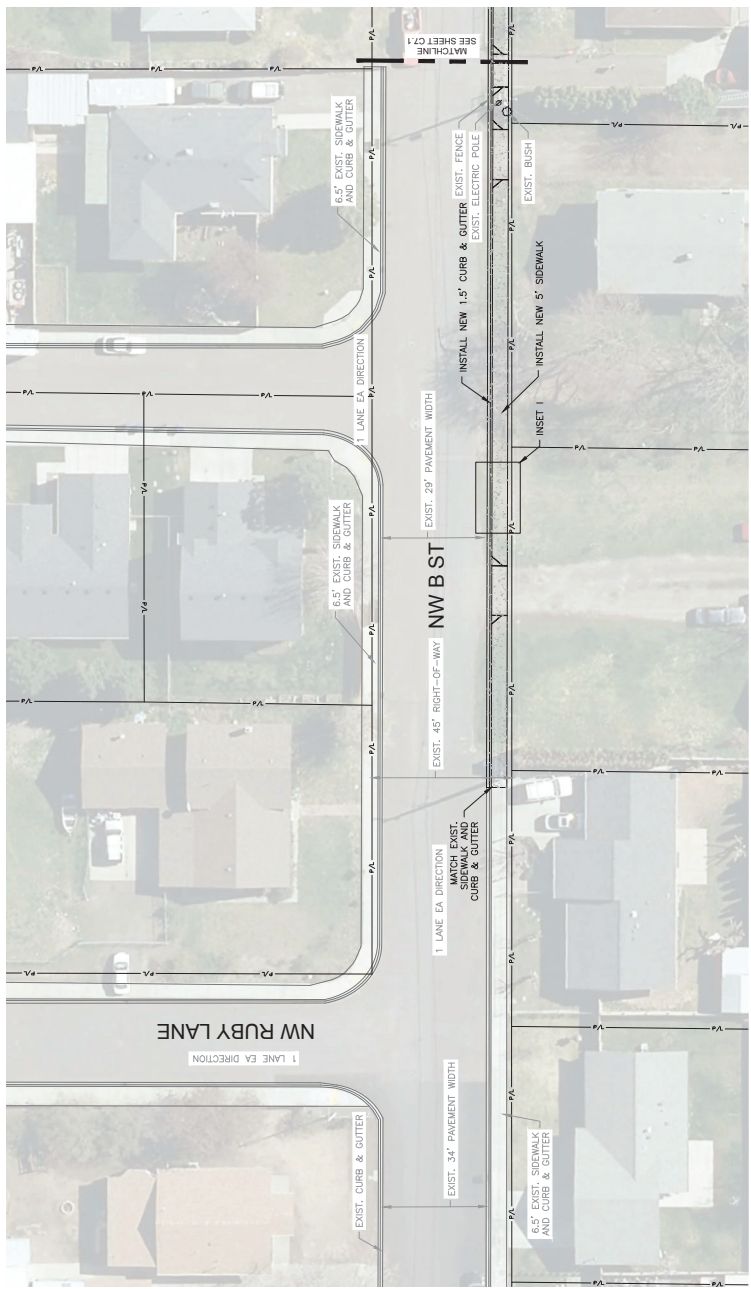
COLLEGE PLACE, WA

NW B STREET (SOUTH)

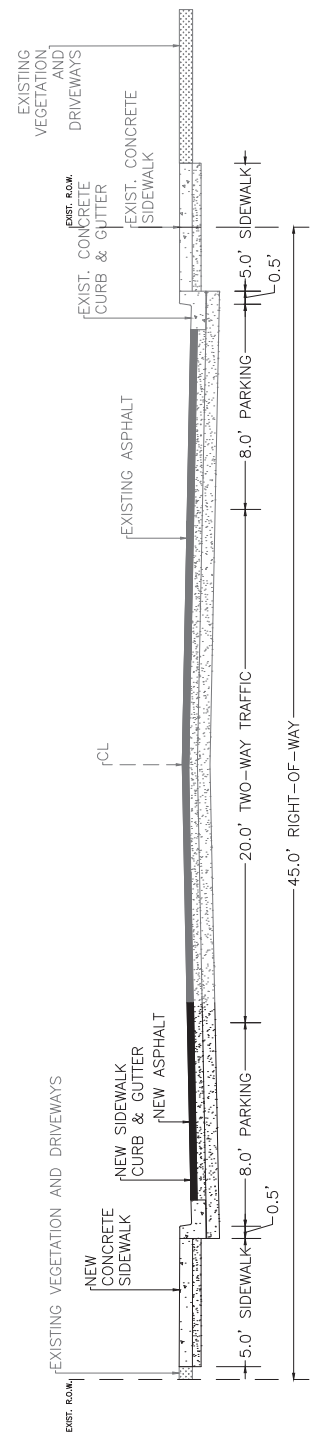
NW RUBY LANE TO NW SPAGNUOLO LOOP

L19-073.7.DWG

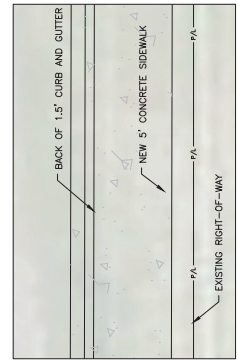
SHEET 7.0



PLAN



SECTION

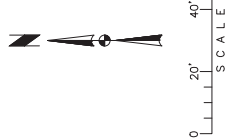


INSET I

NOTES:

1. THE R.O.W. LINES AS SHOWN ON THIS PLAN AND THE R.O.W. LINES NOT REPRESENTED BY THIS PLAN ARE NOT REPRESENTED BY THIS PLAN. ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT LOCATION OF THE AREAS OF ACQUISITION AT THE TIME THE PROJECT MOVES FORWARD. DRIVEWAYS WILL LIKELY HAVE TO BE EXTENDED FURTHER ON THE PROPERTY TO COMPLY WITH THE COMPTON R.O.W. ACQUISITION MAY BE REQUIRED.

2.





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REV	DATE	REVISION

210 Main St • Lewiston, ID 83501

208.746.0038 • info@tdandh.com

MAP
DRAWN BY: LEAMAP

DESIGNED BY: LEA

QUALITY CHECK: LEA

DATE: 5/29/2020

PROJECT NO: L19-073

SHEET NO: 7.1

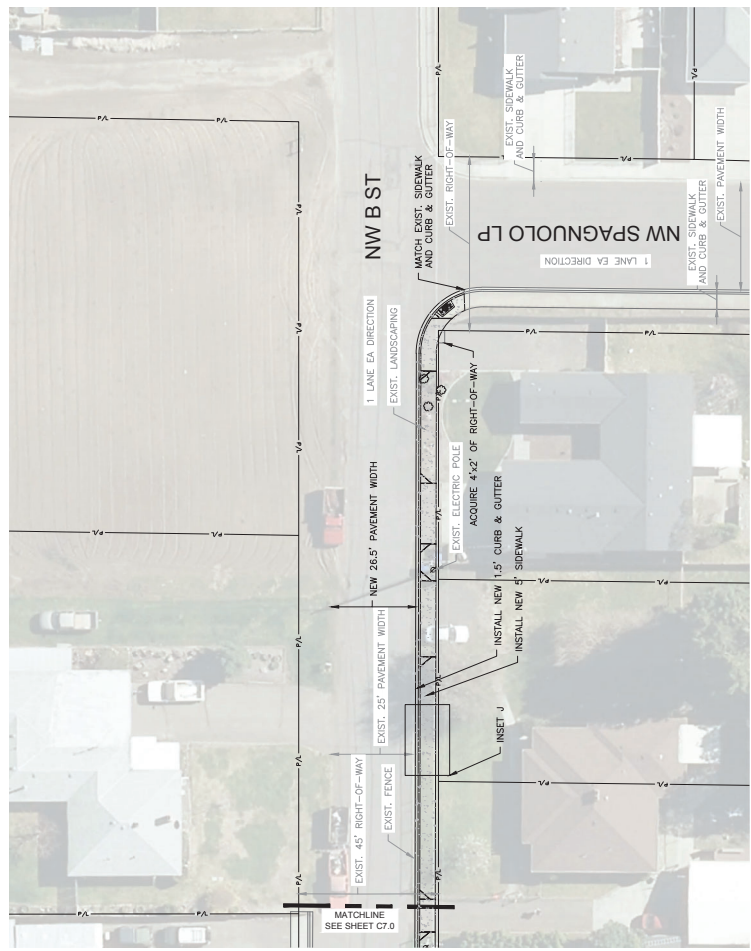
CITY OF COLLEGE PLACE SAFEWALK PROJECT

NW B STREET (SOUTH)

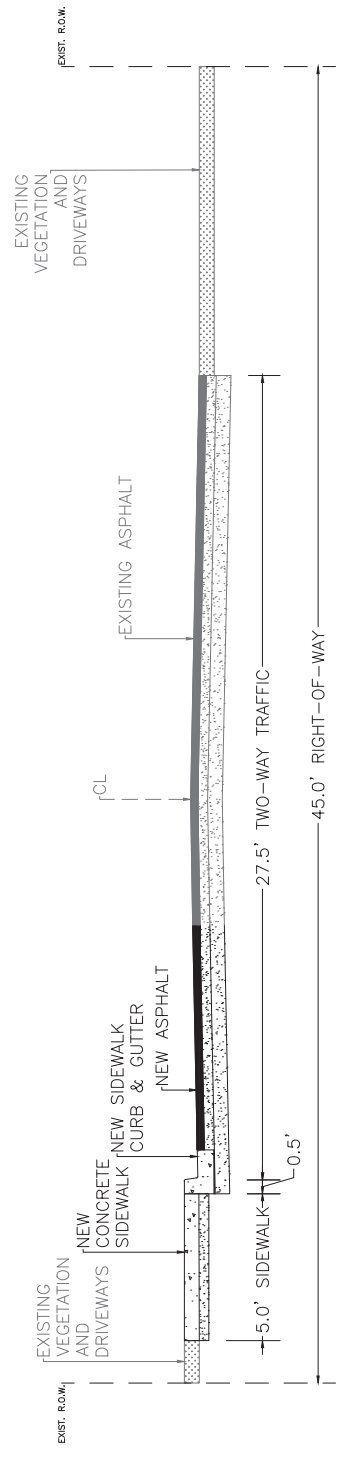
NW RUBY LANE TO NW SPAGNUOLO LOOP

L19-073_7.DWG

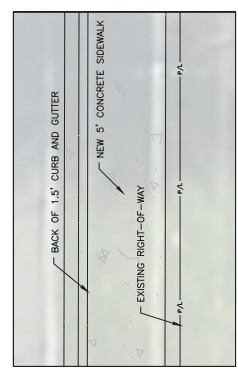
SHEET 7.1



PLAN



SECTION



INSET J

NOTES:
1. THE R.O.W. LINES AS SHOWN ON THESE PLANS ARE BASED ON THE DATA AND DO NOT REPRESENT THE ACTUAL R.O.W. SURVEY. A COMPREHENSIVE R.O.W. SURVEY WILL BE REQUIRED TO DETERMINE THE EXACT R.O.W. LINES. ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT R.O.W. LINES. THE TIME THE PROJECT MOVES FORWARD, THE R.O.W. LINES WILL BE EXTENDED FURTHER ON THE BASIS OF THE R.O.W. SURVEY. IN SUCH CASES, THE R.O.W. LINES MAY BE REQUIRED.



Know what's below.
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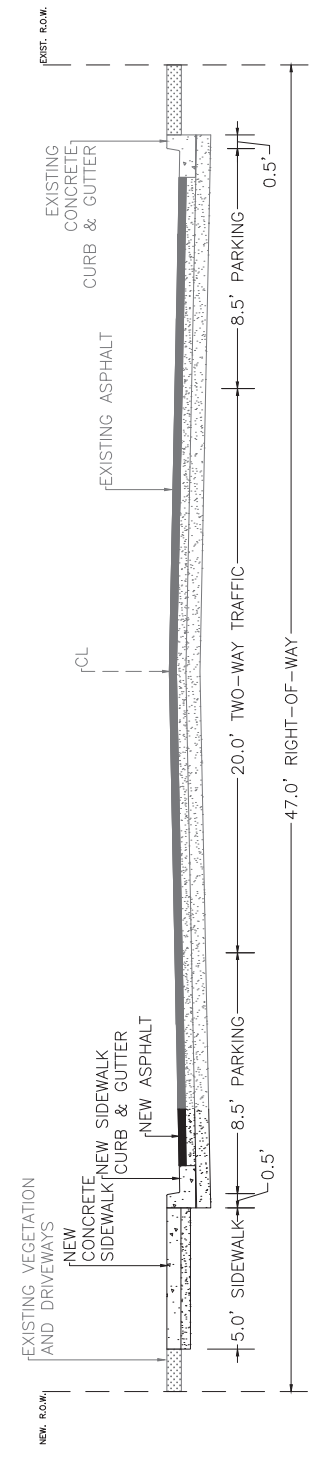


0 20' 40' 60'
SCALE

NOTES:
1. THE R.O.W. LINES AS SHOWN WERE INTERPRETED BY USING THE DATA PROVIDED. THE DATA DOES NOT REPRESENT A COMPREHENSIVE R.O.W. SURVEY. ADDITIONAL RESEARCH AND FIELD SURVEYING WILL BE REQUIRED TO DETERMINE THE EXACT BOUNDARIES OF THE AREAS OF ACQUISITION AT THE TIME THE PROJECT MOVES FORWARD. DROWEYS WILL LIKELY HAVE TO BE EXTENDED FURTHER ON THE NORTH SIDE OF THE PROJECT TO COMPLY WITH THE REQUIREMENTS OF THE R.O.W. ACQUISITION MAY BE REQUIRED.

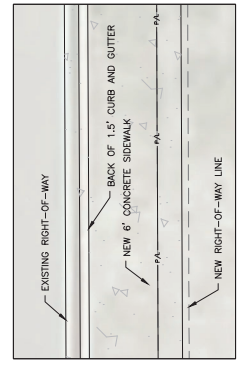


PLAN



SECTION

INSET K



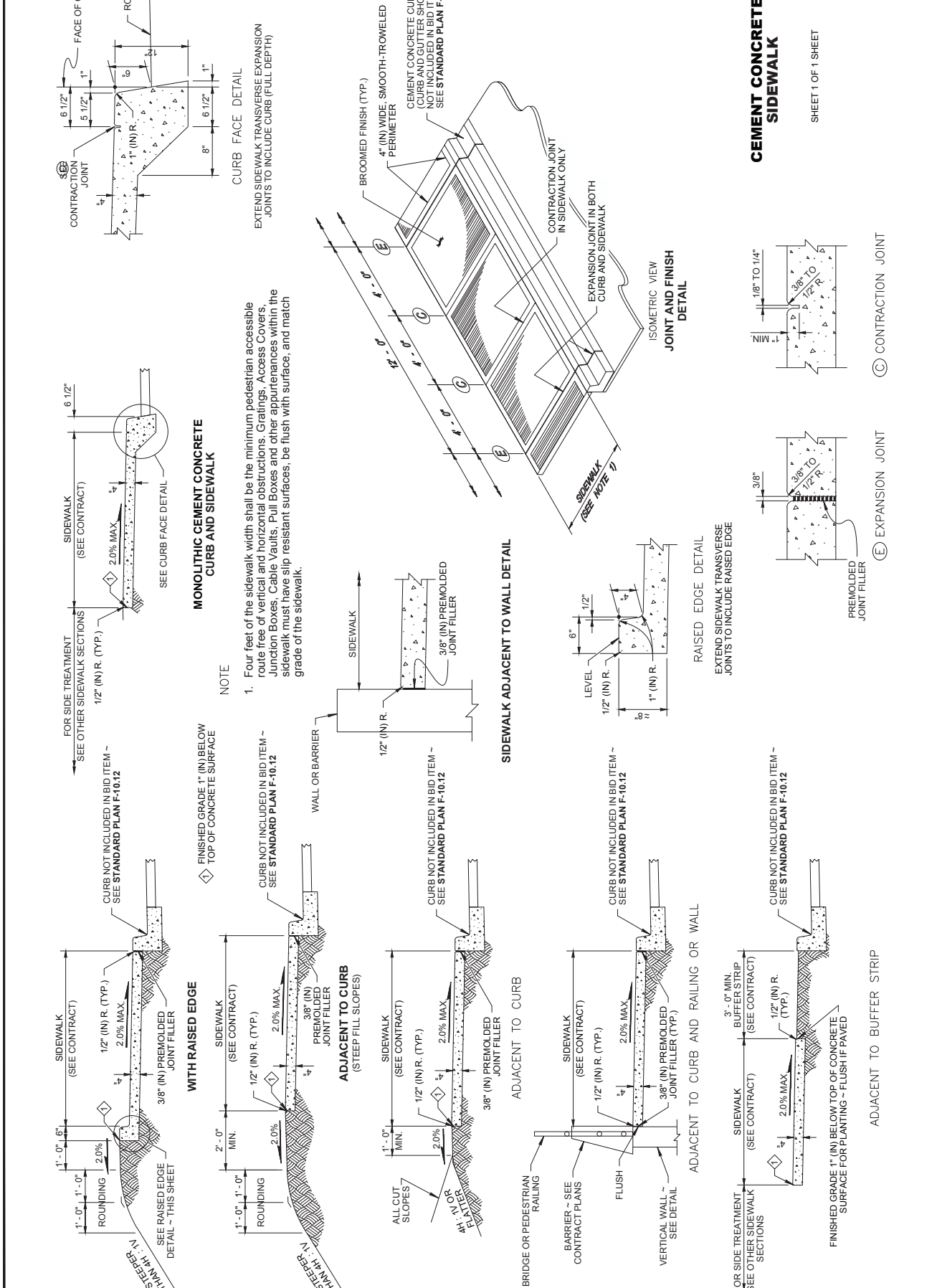
CITY OF COLLEGE PLACE SAFEWALK PROJECT
COLLEGE PLACE, WA
NW B STREET (SOUTH)
NW SPAGNUOLO LOOP TO S COLLEGE AVE

DRAWN BY: LEAMAP
DESIGNED BY: LEAMAP
QUALITY CHECK: LEA
DATE: 5/29/2020
SCALE: AS SHOWN
FILE NO: L19-073



REV	DATE	REVISION

NOT FOR CONSTRUCTION



WITH RAISED EDGE

1. Four feet of the sidewalk width shall be the minimum pedestrian accessible route free of vertical and horizontal obstructions. Gratings, Access Covers, Junction Boxes, Cable Vaults, Pull Boxes and other appearances within the sidewalk must have slip resistant surfaces, be flush with surface, and match grade of the sidewalk.

ADJACENT TO CURB
(STEEP FILL SLOPES)

ADJACENT TO CURB AND RAILING OR WALL

RAISED EDGE DETAIL
EXTEND SIDEWALK TRANSVERSE JOINTS TO INCLUDE RAISED EDGE

CEMENT CONCRETE SIDEWALK

SHEET 1 OF 1 SHEET

© CONTRACTION JOINT

© EXPANSION JOINT

Walla Walla Union-Bulletin

112 S 1st Ave
Walla Walla, WA 99362



WALLA WALLA UNION-BULLETIN

We Bring the Valley to You

City Of College Place
Sherri St. Clair
625 S College Ave
College Place, WA 99324
USA

Order Confirmation

Order #:	78305
Order Ref #:	
Date:	5/9/2024
Advertiser #:	22369
Advertiser Name:	City Of College Place
Agency #:	
Agency Name:	
Account Manager:	Simon Sizer ssizer@yakimaherald.com

\$ 222.44

Ad No.	Date	Description	Position	Format
426252	5/11/2024	PUBLIC HEARING NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular co	Walla Walla Union Bulletin Broadsheet - CL-Legals	3.46 × 8.37 in × 2.0000 col.
426253	5/11/2024	PUBLIC HEARING NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular co	Walla Walla Union-Bulletin CL Online - CL-Legals	3.46 × 8.37 in × 2.0000 col.

Summary

Total Net Amount	\$ 222.44
Taxes	\$ 0.00
Total Amount	\$ 222.44

Remittance Address:

Walla Walla Union-Bulletin
PO Box 2848
Yakima, WA 98907
Tel: (206) 464-2550

Walla Walla Union-Bulletin

112 S 1st Ave
Walla Walla, WA 99362



**WALLA WALLA
UNION-BULLETIN**
We Bring the Valley to You

Classified Category: Legals|Public Notices

PUBLIC HEARING

NOTICE IS HEREBY GIVEN that a public hearing will be held by the College Place City Council at their regular council meeting at the College Place Municipal Campus, on May 28, 2024 at 7:00 PM.

The purpose of the public hearing is to review community development and housing needs, inform citizens of the availability of funds and eligible uses of the state Community Development Block Grant (CDBG), and receive comments on proposed activities, particularly from lower income persons and persons residing in the central core area.

Up to \$750,000 may be available to the City of College Place on a statewide competitive basis to fund public facility, community facility, economic development, planning and affordable housing projects that principally benefit low- and moderate-income persons.

An outline of the proposed CDBG *General Purpose Central College Place Sidewalk Project* will be available for review by visiting:
https://www.cpwa.us/residents/central_college_place_sidewalk_s.php, by contacting the City Clerk, Sherri St Clair at Clerk@cpwa.us, or by calling 509-394-8569. It may also be reviewed at the Administration Offices of the City of College Place after Tuesday, May 14th, 2024.

Public testimony can be provided in several ways:

Written:

- Testimony may be submitted in writing to the City Clerk at Clerk@cpwa.us no later than 4:00 PM on the Friday before the meeting date to be included in the meeting packet for inclusion in the record. Be sure to put "public hearing testimony" in the subject line of your email.

Verbal:

- Live, In-person testimony at the meeting location - provided at the beginning of each agenda.
- Live, Virtual testimony – Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using the Zoom Attendee link (<https://us06web.zoom.us/j/81002065543>). The Clerk will call on you when it is time for public testimony.
- Live, Telephone testimony - Notify the City Clerk in writing or by direct verbal communication at least 24 hours in advance of the meeting of your desire to testify. The notice shall include the member's first and last name, address or place of residence, and the hearing at which the member desires to testify. Join using on Zoom by calling Call 1-669-900-9128, entering the meeting ID (Meeting ID# 810 0206 5543). Phone controls are *9 to raise hand and *6 to mute/un-mute. The Clerk will call on you when it is time for public testimony.

The meeting room is handicap accessible. Arrangements to reasonably accommodate special needs, including handicap accessibility or interpreter, will be made upon receiving twenty-four (24) hour advance notice. Contact the City Clerk at 509-394-8569.

(78305) May 11, 2024



Washington State
Department of
Commerce

We strengthen communities

RURAL COMMUNITY GRANTS FOR ACTIVITIES THAT BENEFIT LOW-AND MODERATE-INCOME PERSONS

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

General Purpose Grants **\$12,000,000**

For planning or construction of public infrastructure, community facilities, affordable housing, and economic development projects.

Competitive. Maximum grant up to \$900,000 based on project type. Application materials available in March and due in June.

Housing Enhancement Grants **\$200,000**

For off-site infrastructure or the community facility component of a state Housing Trust Fund project. Competitive. Maximum grant is \$200,000, with potential additional hardship funding. Initial CDBG application forms are submitted with a HTF Stage 2 application.

Public Services Grants **\$1,500,000**

For 17 counties and community action agencies to fund new or expanded services for lower income persons. Allocated by a formula based on population and poverty. Application materials available in February and due in April.

National Objectives

Funded by the US Department of Housing & Urban Development, CDBG activities must meet one of these national objectives:

- Principally benefits low-and moderate-income (LMI) persons.
- Aids in the prevention or elimination of slums or blight.
- Addresses imminent threat to public health or safety

Funding is contingent on HUD approval of the state CDBG Action Plan.

Agency contact

Kaaren Roe
SECTION MANAGER

Local Government Division
kaaren.roe@commerce.wa.gov
Phone: 360.725.3018

www.commerce.wa.gov/CDBG

ELIGIBLE APPLICANTS:

Washington State cities/towns with less than 50,000 in population and not participating in a CDBG entitlement urban county consortium; and counties with less than 200,000 in population. A complete list is on Commerce's CDBG webpage.

Other public and non-profit entities and Indian tribes are not eligible to apply directly for state CDBG funding, but may be a partner in projects and subrecipient of funding with an eligible city/town or county.

**COMMUNITY DEVELOPMENT
BLOCK GRANT**

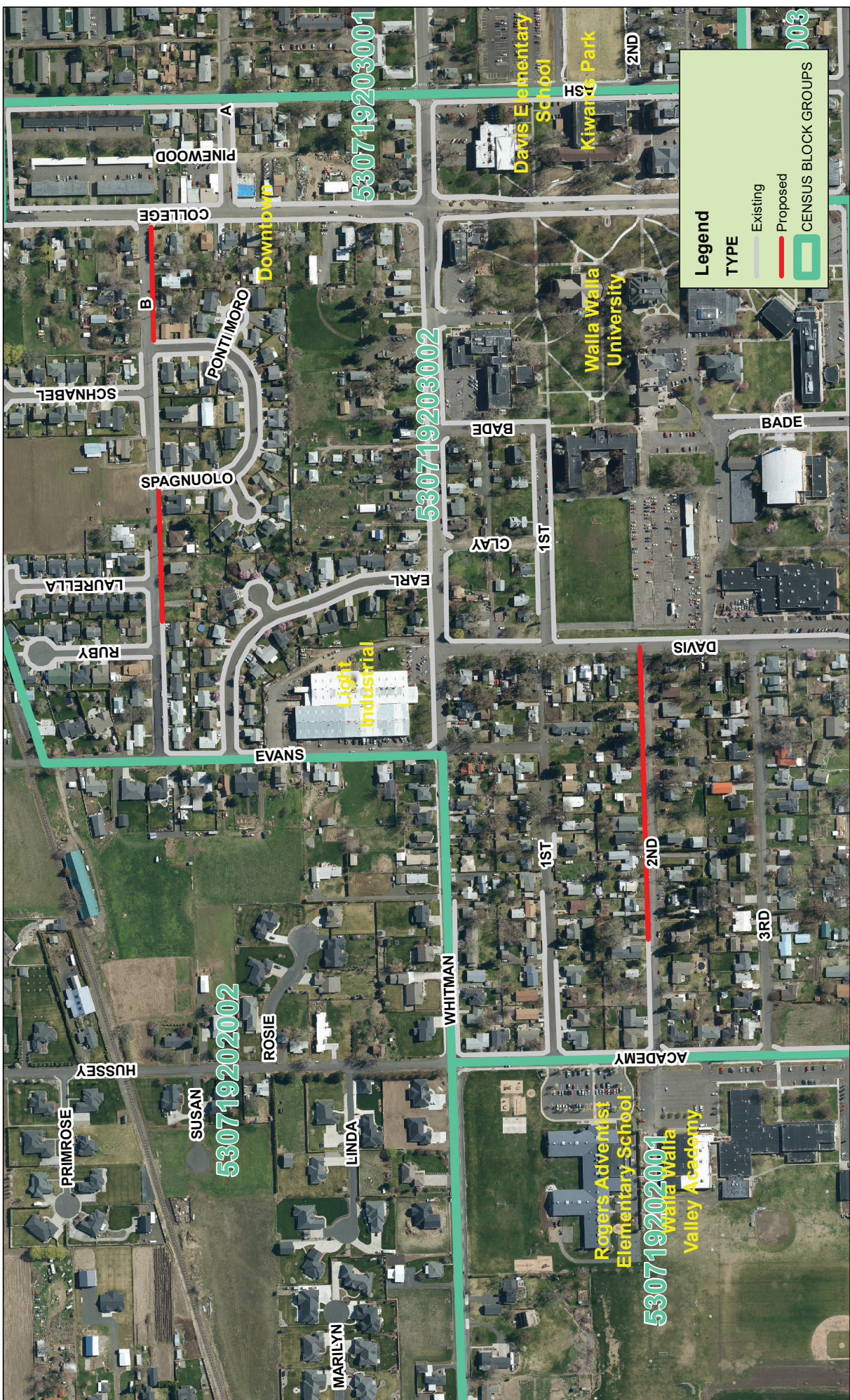
Federal Citizen Participation Requirements

For Local Government Applicants to the State CDBG Program

Federal Regulations 24 CFR 570.486 (a)

- (a) *Citizen participation requirements of a unit of general local government.* Each unit of general local government shall meet the following requirements as required by the state at Sec. 91.115(e) of this title.
- (1) Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
 - (2) Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to the unit of local government's proposed and actual use of CDBG funds;
 - (3) Furnish citizens information, including but not limited to:
 - (i) The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - (ii) The range of activities that may be undertaken with the CDBG funds;
 - (iii) The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons; and
 - (iv) The proposed CDBG activities likely to result in displacement and the unit of general local government's anti-displacement and relocation plans required under Sec. 570.488.
 - (4) Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with the procedures developed by the state. Such assistance need not include providing funds to such groups;
 - (5) Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizens' views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. The public hearings to cover community development and housing needs must be held before submission of an application to the state. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
 - (6) Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the unit of general local government's application to the state. *Substantially changed* means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state.
 - (7) Provide citizens the address, phone number, and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.

Central College Place Neighborhood: 2024 Proposed Safewalk Project (NW B & SW 2nd Sidewalk Gaps)



City of College Place, Washington
RESOLUTION NO. 24-038

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING A COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) – GENERAL PURPOSE GRANT APPLICATION FOR THE SAFEWALK COLLEGE PLACE PROJECT WITH CERTIFICATIONS OF COMPLIANCE

Whereas, City of College Place, Washington is authorized to apply to the state Department of Commerce for a Community Development Block Grant (CDBG); and

Whereas, City of College Place, Washington has identified a community development and housing priority need for which to seek CDBG funding; and

Whereas, it is necessary certain conditions be met to receive CDBG funds;

Now, therefore, be it resolved that the City of College Place, Washington authorizes submission of this CDBG application to the state Department of Commerce to request \$844,434.67 to build 1773 feet of six-foot-wide ADA accessible sidewalk on the south side of NW B Street from NW Spagnuolo (east leg) to N. College Avenue, south side of NW Spagnuolo (west leg) to NW Ruby and on the north side of SW 2nd Street from Davis Avenue to midblock of roadway westerly toward Academy Way. and certifies that, if funded, it:

Will comply with applicable provisions of Title I of the Housing and Community Development Act of 1974, as amended, and other applicable state and federal laws;

Has provided and will provide opportunities for citizen participation that satisfy the CDBG requirements of 24 CFR 570.486;

Will not use assessments against properties owned and occupied by low- and moderate-income persons or charge user fees to recover the capital costs of CDBG-funded public improvements from low- and moderate-income owner-occupants;

Has established or will establish a plan to minimize displacement as a result of activities assisted with CDBG funds; and assist persons actually displaced as a result of such activities, as provided in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended;

Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s);

Will conduct and administer its program in conformance with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act; and will affirmatively further fair housing (Title VIII of the Civil Rights Act of 1968); and

Has adopted (or will adopt) and enforce a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations; and has adopted (or will adopt) and implement a policy of enforcing applicable state and local laws against physically barring entrance to or exit from a facility or location that is the subject of such nonviolent civil rights demonstration within its jurisdiction, in accordance with Section 104(1) of the Title I of the Housing and Community Development Act of 1974, as amended; and

City of College Place, Washington designates Mr. Mike Rizzitiello – City Administrator as the authorized representative to act in all official matters in connection with this application and City of College Place's participation in the State of Washington CDBG Program.

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 28th day of May, 2024.

Signature _____ Date _____

Name Norma L. Hernandez Title 5-28-2024

Attested _____ Date _____

Resolution with Certifications of Compliance Instructions

The applicant's local legislative body must pass a resolution authorizing the chief administrative official to submit the CDBG application to the state Department of Commerce and certifying compliance with state and federal laws and specific program requirements. For the current CDBG contract terms and conditions contact CDBG staff.

Download this resolution from the *Library Tab* and insert the local and project specific information as indicated. This resolution may be reformatted to meet the local government's requirements for official resolutions. Do not change the wording of the clauses without prior approval from the CDBG staff.

Amount Requested

The CDBG amount you list in the resolution must not be less than the actual CDBG amount requested in the application budget. It is recommended this resolution be adopted after the CDBG amount to be requested is finalized.

Greenhouse Gas Emission Policy

Competitive state infrastructure funding programs must take into consideration the reduction of Greenhouse emissions in the selection process (RCW 70.235.070). An [example Greenhouse Gas Emissions Reduction Policy](#) is located on the [CDBG website](#) under Guidance Materials.



Projects that are **not capital construction** can choose to take out this greenhouse gas emission clause from the certifications template: "Has adopted or will adopt a policy(s) to reduce greenhouse gas emissions in accordance with RCW 70.235.070 and certifies this project will adhere to this policy(s)."

Designated Applicant Representative

Along with the chief administrative official, the resolution can designate another authorized representative of the applicant jurisdiction to act in all official matters in connection with this CDBG application.

Signature

The resolution must be signed by the authorized chief administrative official and the signed copy must be uploaded with the application. The chief administrative official is the mayor, county commission chair, county administrator or city manager.

Next Steps if Funded

If funded, Commerce will collect the following documents prior to executing a CDBG contract:

1. Residential Anti-Displacement and Relocation Assistance Plan
2. Excessive Force Policy
3. Greenhouse Gas Emissions Reduction Policy (if applicable)

Samples of these documents are available on the CDBG website or upon request.



A resolution that references a project other than the one proposed in this application will not be accepted. Using a version of the Certifications of Compliance from a prior year CDBG application may not be accepted, since new clauses may have been added to this current version that apply to the proposed project.

If submitting multiple applications (i.e., construction **and** planning) a separate Resolution with Certifications is required for each application/grant type.

CITY OF COLLEGE PLACE CONSULTANT AGREEMENT

This agreement is entered into for the provision of CONSULTANT services to the City of College Place, Washington for the following Project:

Project Titles: Strategic Planning Services

Work Description: See Attachment A - Scope of Work/Compensation

Parties to the Agreement

CONSULTANT:	City:
Name: Sageland Strategic LLC Address: 1876 Nova Ln City State Zip: Richland, WA 99352	City of College Place, WA 625 S. College Ave College Place, WA 98324
Contact: Zach Ratkai, 1876 Nova Ln Richland, WA 99352 Phone: (303) 594-9569 E-mail: zach@sagelandstrategic.com	Contact: Mike Rizzitiello 625 S. College Ave College Place, WA 98324 Phone: 509- 529-1200 E-mail: mrizzitiello@CPWA.us
Type of Agreement (Check One): ☐ Lump Sum not to exceed ☒ Time and Expense, Not to Exceed a Maximum Amount \$28,950.00 ☐ Hourly ☐ Monthly	

CITY OF COLLEGE PLACE CONSULTANT AGREEMENT

THIS AGREEMENT is entered into between the City of College Place, Washington, hereinafter called "the CITY", and Sageland Strategic an LLC hereinafter called "the CONSULTANT".

WHEREAS, the CITY desires to accomplish the above-referenced [service](#); and

WHEREAS, the CITY is in need of [facilitation](#) services to support the City in Strategic Planning Services and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

WHEREAS, the CONSULTANT represents that it is in compliance with Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish Consulting Services to the City

NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows

XIII. GENERAL DESCRIPTION OF WORK.

The work under this agreement shall consist of the work described in Attachment A, attached hereto, and services as herein defined and necessary to accomplish the completed work for this agreement. The CONSULTANT shall furnish all services, labor, materials and related equipment necessary to conduct and complete the work as designated elsewhere in the agreement, except for services and data agreed to be provided by the City.

II. SCOPE OF WORK/COMPENSATION

The Scope of Work/Compensation for this project is detailed in Attachment A – Scope of Work/Compensation, attached hereto and made part of this agreement. The provisions in Attachment A shall be superseded by any conflicting provisions in this Agreement.

III. PAYMENT

The CONSULTANT will be paid by the CITY for completed work and services rendered under this agreement as set forth in Attachment A-Scope of Work/Compensation, based upon the type of agreement as shown in the header to this agreement. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in Attachment A – Scope of Work/Compensation.

The CONSULTANT's compensation rates/amounts is included in Attachment A – Scope of Work/Compensation, attached hereto, including the computation of overhead costs and fixed fee if applicable.

Billings and Payment Processing

The CONSULTANT shall be entitled to invoice the CITY once per calendar month during the term of the contract. Multiple invoices in one monthly period will not be honored.

The CITY will pay all such invoices within 30 days of submittal, unless the CITY gives notice that the invoice is in dispute. In the event of such a dispute, the CITY will pay the amount not in dispute and will withhold payment on all disputed amounts until such dispute(s) are resolved by the parties.

Inspection of Cost Records

The CONSULTANT and his/her subconsultants shall keep available for inspection by representatives of the CITY, for a period of three years after final payment the cost records and accounts pertaining to this agreement and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this contract is initiated before the expiration of the three-year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed.

IV. SUBCONTRACTING

The CONSULTANT shall not subcontract for the performance of any work under this agreement without prior written permission of the CITY. No permission for subcontracting shall create, between the CITY and Subconsultant, any contract or any other relationship.

V. EMPLOYMENT

The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT (or to any employee of the CONSULTANT), any sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

The CONSULTANT shall not engage, on a full or part time basis, or other basis, during the period of the contract, any professional or technical personnel who are, or have been, at any time during the period of the contract, in the employ of the City, except regularly retired employees, without written consent of the CITY.

VI. NONDISCRIMINATION

The CONSULTANT agrees not to discriminate against any client, employee or applicant for employment, or for services because of race, creed, color, national origin, marital status, sex, age or handicap, except for a bona fide occupational qualification with regard to, but not limited to the following: employment upgrading, demotion or transfer, recruitment or any recruitment advertising, a layoff or termination, rates of pay or other forms of compensation, selection for training, rendition of services. The CONSULTANT understands that if it violates this provision, this agreement may be terminated by the CITY and further that the CONSULTANT shall be barred from performing any services for the CITY now or in the future unless a showing is made satisfactory to the CITY that discriminatory practices have terminated and that recurrence of such action is unlikely.

During the performance of this agreement, the CONSULTANT, for itself, its assignees and successors in interest agrees as follows:

- A. COMPLIANCE WITH REGULATIONS: The CONSULTANT shall comply with applicable Regulations relative to nondiscrimination, and the American Disabilities Act of 1992, as amended.
- B. NONDISCRIMINATION: The CONSULTANT, with regard to the work performed by it during the agreement, shall not discriminate on the grounds of race, creed, color, sex, age, marital status, national origin or handicap except for a bona fide occupational qualification in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The CONSULTANT shall not participate either directly or indirectly in the discrimination prohibited by applicable Regulations.
- C. INFORMATION AND REPORTS: The CONSULTANT shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the CITY to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the CONSULTANT is in the exclusive possession of another who fails or refuses to furnish this information, the CONSULTANT shall so certify to the CITY and shall set forth what efforts it has made to obtain the information.
- D. SANCTIONS FOR NONCOMPLIANCE: In the event of the CONSULTANT's noncompliance with the nondiscrimination provisions of this agreement, the CITY shall impose such sanctions as it may determine to be appropriate, including, but not limited to:
 - 1. Withholding of payments to the CONSULTANT under the agreement until the CONSULTANT complies, and/or Cancellation, termination or suspension of the agreement, in whole or in part. ;

E. UNFAIR EMPLOYMENT PRACTICES: The CONSULTANT shall comply with RCW 49.60.180 and Executive Order number E.O. 77-13 of the Governor of the State of Washington which prohibits unfair employment practices.

VII. TERMINATION OF AGREEMENT

The right is reserved by the CITY or CONSULTANT to terminate this agreement at any time upon ten (30) days written notice to the other. The parties may terminate this agreement immediately due to material breach of contract.

In the event that this agreement is terminated by the City other than for material breach of contract on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT as set forth below:

A final payment will be made to the CONSULTANT for all hours worked and all reimbursable expenses incurred up to the date notice is received of termination.

If the services of the CONSULTANT are terminated by the CITY for material breach of contract on the part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to: The actual cost incurred by the CONSULTANT in performing the work up to the date of termination; the amount of work originally required which was satisfactorily completed to date of termination; whether that work is in a form or a type which is usable to the CITY at the time of termination; the cost to the CITY of employing another firm to complete the work required, and; the time which may be required to do so, and other factors which affect the value to the CITY of the work performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount which would have been made using the formula set forth in the previous paragraph.

If it is determined for any reason that the CONSULTANT was not in material breach of contract or that the CONSULTANT's failure to perform is without it or its employee's fault or negligence, the termination shall be deemed to be a termination for the convenience of the CITY in accordance with the provision of this agreement and shall be subject to termination with 30 days notice.

The CONSULTANT understands that the personnel assigned to this project by the CONSULTANT were a substantial inducement to the CITY to enter into this Agreement. In the event that any or all of the said personnel leave the CONSULTANT's employ for any reason during the term of this Agreement, the CITY reserves the right, in its sole discretion, to immediately terminate this Agreement in its entirety. In the event of such termination, payment shall be made to the CONSULTANT for services satisfactorily rendered prior to the date of such termination as set forth in the second paragraph of this section. The CITY's decision to allow other personnel of the CONSULTANT to perform some further services after any or all of said key personnel leave the CONSULTANT's employ shall not constitute a waiver of the CITY's right to terminate if,

upon review of such further services the CITY determines, in its sole discretion, that the loss of such key personnel has affected the quality or value of such services to the CITY, provided, that such further services shall be paid for by the CITY as provided in the second paragraph of this section.

Payment for any part of the work by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of this agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it by the CITY. Forbearance of any rights under the agreement will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

VIII. DISPUTES

Any dispute concerning questions of fact in connection with the work not disposed of by agreement between the CONSULTANT and the CITY shall be referred for determination to the CITY Administrator, whose decision in the matter shall be final and binding upon the parties to this agreement, subject to Paragraph IX below.

IX. MEDIATION / ARBITRATION

In the event the parties cannot agree upon a resolution of a dispute, the same shall be settled by mediation/arbitration pursuant to RCW Chapter 7.04, et. Seq. except as herein modified. Such mediation/arbitration shall be before one disinterested mediator/arbitrator, if one can be agreed upon, otherwise before three disinterested arbitrators, one named by city, one by Consultant, and one by the two thus chosen. If all arbitrators have not been appointed within ten (10) days after written notice of demand for arbitration is given by one party to the other, then either party may apply to the Walla Walla County Superior Court, upon not less than (5) days written notice to the other, for appointment of the necessary arbitrators remaining to be appointed, and the judicial appointment shall be binding and final. The arbitrator or arbitrators shall determine the controversy in accordance with the laws of the State of Washington as applied to the facts found by him/her or them. The arbitrator or arbitrators may grant injunctions or other relief in such controversy or claims. The decision of the arbitrator or arbitrators shall be final, conclusive and binding on the parties and a judgment may be obtained in any court having jurisdiction.

X. LEGAL RELATIONS AND INSURANCE

The CONSULTANT shall comply with all Federal, State, and local laws and ordinances applicable to the work to be done under this agreement. This agreement shall be interpreted and construed in accord with the laws of Washington.

Indemnification / Hold Harmless

Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers harmless from any and all claims, injuries, damages, losses or suits including attorney fees, arising out of or resulting from the acts, errors or omissions of the Consultant in

performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees, and volunteers, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

Insurance

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

No Limitation

Consultant's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City's recourse to any remedy available at law or in equity.

XIII. Minimum Scope of Insurance

Consultant shall obtain insurance of the types described below:

XIII. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.

XIII. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named as an insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.

XIII. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.

B. Minimum Amounts of Insurance

Consultant shall maintain the following insurance limits:

- XIII.** Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
- XIII.** Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
- XIII.** Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

C. Other Insurance Provision

The Consultant's Automobile Liability and Commercial General Liability insurance policies are to contain, or be endorsed to contain that they shall be primary insurance as respect the City. Any Insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.

D. Acceptability of Insurers

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

XIII. Verification of Coverage

Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

XIII. Notice of Cancellation

The Consultant shall provide the City with written notice of any policy cancellation, within two business days of their receipt of such notice.

XIII. Failure to Maintain Insurance

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of contract, upon which the City may, after giving five business days notice to the Consultant to correct the breach, immediately terminate the contract or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City. Offset against funds due the Consultant from the City.

XI. FEDERAL AND STATE REVIEW

When Federal or State grant funds or loans are utilized for any part of this contract, the appropriate Federal and State agencies shall have the right to participate in the review or examination of the work in progress.

XII. NOTICES, DESIGNATED REPRESENTATIVES AND NON-WAIVER PROVISION

Notices.

All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the following addresses: Notices to the CONSULTANT shall be sent to the CONSULTANT at the address set forth in the header of this Agreement. Notices to the CITY shall be sent to the address set forth in the header of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

Non-waiver

Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

XIII. COMPLETE AGREEMENT

This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto.

IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the day and year first above written.

CONSULTANT:

CITY:

Sageland Strategic, LLC

CITY OF COLLEGE PLACE

By: _____ N. Zach Ratkai
Title: _____ Principal/Owner

Michael Rizzitiello, Administrator

Date April 3, 2024

Date

ATTEST/AUTHENTICATED:

, City Clerk

APPROVED AS TO FORM:

Office of the City Attorney

Attachments: Attachment A – Scope of Work/Compensation and Schedule

City of College Place, WA - Strategic Plan Detailed Phases, Tasks, and Pricing

Phases and Tasks		Deliverable	Proposed Dates (To be determined by client)	Proposed Cost	Notes
Phase 1 - Project Kick-Off and Background Information Review					
Task 1.1	Project Initiation Meeting (in-person) - 2 hour meeting)	Logistics meeting to review framework, process, milestones and deliverables. Develop schedule for meetings	Week of May 27	\$ 300.00	On Site, would like a tour as well
Task 1.2	Weekly planning meetings (Zoom) and emails throughout the project	For updates, feedback, course correction (held w/ Staff)	Throughout Project	Included	Virtual, on Zoom
Task 1.3	Develop Detailed Project Schedule	Finalize list of meetings, input sessions, proposed Council date	May 31.	Included	
Task 1.4	Obtain and Review Background Info, Plans, and relevant Data	Review applicable plans, documents, budgets, and other items determined by the client.	May-June	\$ 300.00	Independent Research by Sageland, documents provided by College Place
			TOTAL PHASE 1	\$ 600.00	
Phase 2 - Community and Stakeholder Engagement					
Task 2.1	Up to 30 Confidential Interviews of Council, Staff, Board/Commission Members, and community stakeholders as identified by the client.	Interviews to gain insights into the town's priorities, challenges, and opportunities. \$200ea (virtual or in-person)	June 3 - June 21	\$ 6,000.00	Virtual. In-person interviews (if any) would be scheduled while already on site to save travel costs.
Task 2.2	2 Online Surveys, one for Staff and one for the Community	Survey to assess the viewpoint of a broader audience, determine opinions on state of the city, future trends, and priorities.	June 3 - June 28	\$ 2,000.00	
Task 2.3	Develop Marketing Flyers, QR Codes, and Social Media Posts for Survey	Marketing Materials to Promote Survey as Needed.	May 31.	\$ 300.00	
Task 2.3	Develop Detailed Report on Board Engagement outlining findings and conclusions	Written Report to Strategic Planning team prior to retreat workshops	2-Jul-24	\$ 250.00	Deliverable
			TOTAL PHASE 2	\$ 8,550.00	
Phase 3 - Strategic Plan Retreat Sessions (City Council)					
Task 3.1	Facilitated Workshops with Council using the results of the engagement report to craft Mission, Vision, and Values Statements, form Priorities and Goals for the Community	Review Community Engagement Results (Community Priorities) and Outline Process	July 9.	\$ 1,000.00	1 hour
		Craft Mission, Vision, and Values Statements	August 6.	\$ 2,000.00	2 Hours
		Define 5-7 Overall Community Priorities	Sept 3.	\$ 2,000.00	2 Hours
		Goal Setting	Oct. 1.	\$ 3,000.00	3 Hours
		Strategic Plan Review	Nov 5.	\$ 1,000.00	1 Hour
			TOTAL PHASE 3	\$ 9,000.00	
Phase 4 - Staff Implementation Meeting/Retreat					
Task 4.1	Facilitated meeting with staff based on the Council workshops. Affirm the Council priorities and goals. Conduct an Implementation planning meeting to determine action steps, projects, and other items to achieve the vision of Council.	Recommend Half Day Retreat or Extended Staff Meeting	November	\$ 5,000.00	In person, on site
Task 4.2	Develop Implementation Plan	Written Report provided one week after retreat	End of November	\$ 300.00	Document provided as appendix to Strategic Plan
			TOTAL PHASE 3	\$ 5,300.00	
Phase 5 - Creation and Approval of Plan					

Task 3.1	Draft the Strategic Plan document for review by College Place. This document will be drafted through a graphic designer (included in cost).	Graphic Design Plan Document	August - Oct	\$ 1,500.00	Begin framework and design while retreats are taking place. Have Draft plan ready for review by Oct. 15
Task 3.2	Review of Draft by College Place	Client Review Period	Oct 15-Oct 22	Included	
Task 3.3	Correction of Draft and Development of Final Document	Sageland creates final plan based on client review and feedback.	Oct 22- Oct 29	\$ 250.00	Sageland Revises Document
Task 3.4	Submittal of Draft Strategic Plan for Council Workshop Nov. 5	Sageland provides College Place with electronic file of Final Plans, all reports, documents, and data	Oct 29.	Included	Document to Administraor and Clerk for Council Packet
Task 3.5	Presentation of Final Plan to College Place City Council	In Person Presentation of Final Plan in Council workshop for adoption	November 5.	Included Above	In-Person Workshop Presentation
Task 3.6	Virtual Attendance at Council Adoption Hearing	Virtual Attendance at City Council Adoption	November 12 or 26	\$ 250.00	Virtual
			TOTAL PHASE 3	\$ 2,000.00	
	Total Cost			\$ 25,450.00	
	Travel Costs for onsite meetings (est 7 trips, Richland to College Place)	Includes travel time, mileage, lodging (if needed), meals at GSA per diem rate. Billed at not-to-exceed unless advised otherwise.	Est \$500/trip Richland, WA to College Place, WA	\$ 3,500.00	
	Total Not To Exceed Cost		Scoped Project	\$ 28,950.00	

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RESOLUTION 2024-15

**A RESOLUTION ADOPTING THE 2024 CITY OF TOPPENISH STRATEGIC PLAN
FOR THE CITY OF TOPPENISH, WASHINGTON**

WHEREAS, the City Council and the City Leadership Team held a retreat to collaboratively craft a Strategic Plan, and

WHEREAS, the City of Toppenish and its City Council recognize the importance of developing a Strategic Plan that will establish the standard by which budgets, process, policies, and how the daily work will be undertaken, and

WHEREAS, the City replaces previous goals with a 2024 Strategic Plan, and directs the City Leadership Team to implement,

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TOPPENISH, WASHINGTON, AS FOLLOWS:

Section 1. Approval of a 2024 City of Toppenish Strategic Plan: The City of Toppenish hereby adopts the attached 2024 Strategic Plan prepared by the Sageland Strategic, Inc.

Section 2. Corrections: The City Clerk is authorized to make necessary corrections to this Resolution including, but not limited to, the correction of scrivener's/clerical errors, references, Resolution numbering, section/subsection numbering and any references thereto.

Section 3. Effective Date: This resolution shall be effective immediately upon passage and signatures hereto.

PASSED by the Toppenish City Council at its regular meeting held on March 11, 2024.



ELPEDIA SAAVEDRA, Mayor

ATTEST:



HEIDI RIOJAS, CMC, City Clerk



CITY OF TOPPENISH STRATEGIC PLAN

2024

ACKNOWLEDGEMENTS



We want to acknowledge the hard work, participation, and dedication that went into the strategic plan. The Toppenish community was valuable in providing information from 2019-2021 to help guide staff and City Council in prioritizing the community's future.

The Strategic Planning team met numerous times to review community input, provide feedback on challenges and opportunities, and refine information into a set of priorities, goals, and objectives.

CITY COUNCIL

- Elpidia Saavedra, Mayor
- Cristian Sanchez, Councilmember
- Josh Garza, Councilmember
- Loren Belton, Mayor Pro Tem
- George Garcia, Councilmember
- Naila Duval, Councilmember

STAFF

- Debbie Zabell, City Manager
- Heidi Riojas
- Gary Kroll
- John Clary
- Joseph Mehline
- Shaun Burgess
- Tim Smith
- Van Donley
- Dan Ford, Assistant City Manager
- Beth Simmons
- Dale Northrup
- Daniel Musgrave
- Katie Goodale
- Linda Finley
- Mary Beltran
- Sean Davido



KEY PRIORITIES



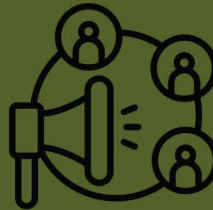
PUBLIC SAFETY



ECONOMIC
DEVELOPMENT AND
FINANCE



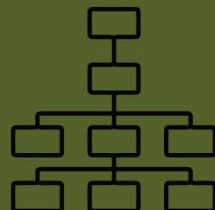
INFRASTRUCTURE AND
CITY IMPROVEMENT



COMMUNITY
OUTREACH AND
ENGAGEMENT



HOUSING



ORGANIZATIONAL
DEVELOPMENT

TOP PRIORITIES AND GOALS



PUBLIC SAFETY

Goal: Make Toppenish Safer at All Hours

Improve crime and sense of place in Toppenish to provide a safer environment for the community.



ECONOMIC DEVELOPMENT & FINANCE

Goal: Attract Additional Businesses

The Toppenish business community will thrive and grow with a variety of businesses to serve the region.



INFRASTRUCTURE & CITY IMPROVEMENT

Goal: Ensure Basic City Services are Provided to All Community Members

Examine all public services the city provides to determine reach, improvements needed, and efficiencies where possible.



COMMUNITY OUTREACH & ENGAGEMENT

Goal: Development Innovative and Efficient Outreach

The City of Toppenish will be well known for great civic communication that reaches all residents through multiple platforms.



PUBLIC SAFETY

PUBLIC SAFETY



GOAL: MAKE TOPPENISH SAFER AT ALL HOURS

Improve crime and sense of place in Toppenish to provide a safer environment for the community.

- Objectives:**
- Find and develop partnership with community organizations to address mental health response, youth development, and crime prevention.
 - Educate the community on the role of Police/Fire/EMS and what they can provide for the community.
 - Plan for long term, sustainable funding for Police/Fire/EMS to address current and future staffing, technology, fleet, and equipment needs.

- Strategies:**
- Need to focus on providing town youth with things to do outside of school
 - Provide more connections to the community
 - Making the community safe and having the appearance of a safe community is a foundational issue to all other goals.

GOAL: BUILD A NEW FACILITY FOR POLICE AND FIRE

Address the current and future need for a public safety facility.

- Objectives:**
- Determine current and future scale of need for Police and Fire facilities including housing, equipment, and fleet.
 - Examine response times for emergency service providers to determine optimal locations for facilities.



ECONOMIC DEVELOPMENT AND FINANCE

ECONOMIC DEVELOPMENT AND FINANCE



GOAL: ATTRACT ADDITIONAL BUSINESSES

The Toppenish business community will thrive and grow with a variety of businesses to serve the region.

- Objectives:**
- Assess and determine what businesses will be successful in Toppenish.
 - Attract and provide additional commerce to serve seasonal workers.
 - Address vacant buildings downtown through examination of programs, best practices, or incentives.
- Strategies:**
- Improve accessibility through improving ADA access downtown
 - Attract experienced staff
 - Develop an economic development plan

GOAL: ENABLE GREATER FINANCIAL SUSTAINABILITY

Toppenish will work to determine the best financial means by which the community can be served and focus on the greatest return on investment for spending.

- Objectives:**
- Fund basic levels of maintenance and essential services
 - Examine ways in which sales tax revenues could be increased to provide better balance with the utility tax.
- Strategies:**
- Address issues with cash-only businesses.
 - Promote businesses that produce goods, but also sell them in Toppenish

ECONOMIC DEVELOPMENT AND FINANCE



GOAL: PROMOTE A POSITIVE FUTURE

Toppenish will value its history while looking to build a positive future for the community.

Objectives:

- The city will prioritize execution and implementation of plans it puts into place.
- Promote a positive image of Toppenish through focused and prioritized city processes, crime prevention, and business enforcement.

Strategies:

- Improve internal culture to follow through on plans
- Use this goal as a foundation for daily work by City Staff





TOPPENISH



**INFRASTRUCTURE AND
CITY IMPROVEMENT**

INFRASTRUCTURE AND CITY IMPROVEMENT



GOAL: REVITALIZE DOWNTOWN

Revitalize downtown to have a safe, well-run, and attractive focal point for the community.

- Objectives:**
- Prioritize infrastructure improvements downtown to provide standard service and improvements.
 - Support current business and attract new businesses to downtown.
 - Improve accessibility and safety for all community members.
 - Preserve Toppenish's rich history and appeal.

- Strategies:**
- Reduce number of vacant businesses and storefronts
 - Determine the cost to bring business back downtown
 - Determine staff roles to focus on downtown
 - Partner with the Chamber of Commerce
 - Determine what current Toppenish businesses need for support
 - Make improvements to aesthetics, curb appeal, and image of community
 - Conduct meetings with Chambers, business leaders, community organizations, and the City Council/City leaders.

GOAL: IMPROVE CITY FACILITIES & PARKS

Analyze and establish basic level of repairs and improvements to city buildings and parks to provide a better level of service for staff and community members.

- Objectives:**
- Assess all city facilities to determine conditions and improvements where needed.
 - Assess all city parks and recreation areas for improvements, activity levels, and features.

- Strategies:**
- Provide additional lighting and trash cans in the parks
 - Improve, repair, upgrade parks features
 - Work to lessen the impact of vandalism, homelessness, and drug use in parks.
 - Plan more activities in the parks to bring in more users
 - Utilize community partnerships to share resources
 - Showcase and celebrates investments in parks and successful upgrades

INFRASTRUCTURE AND CITY IMPROVEMENT



GOAL: ENSURE BASIC CITY SERVICES ARE PROVIDED TO ALL COMMUNITY MEMBERS

Examine all public services the city provides to determine reach, improvements needed, and efficiencies where possible.

- Objectives:**
- Analyze the functionality of all city services provided to determine effectiveness.
 - Define the scope of city services to define roles, discover shortcomings, and determine impacts to the community.
 - Modernize and standardize the city vehicle and equipment fleet and scope of maintenance programs and activities.

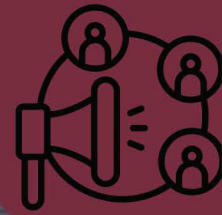
- Strategies:**
- Prioritize PW infrastructure
 - Examine response times for Public Safety
 - Look into mutual aid provision and ensure that PD/FD has coverage & availability in the city first
 - Move to proactive service and be less reliant on other agencies
 - Work to add more full time positions to meet national/regional standards for service

GOAL: TOPPENISH WILL HAVE A FUNCTIONAL & EFFICIENT WORK ENVIRONMENT

Toppenish staff will have access to safe and effective workspace, functional technology, and the correct equipment to serve the community.

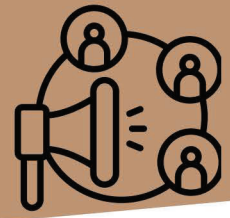
- Objectives:**
- Provide modern, capable, functional technology to staff.
 - Address ergonomics & wellness standards
 - Provide proper equipment, software, policies, safeguards, and processes for staff to serve the community.

- Strategies:**
- Utility billing software needs to be prioritized
 - Begin/improve an asset management program, incorporate with new financial software.



COMMUNITY OUTREACH AND ENGAGEMENT

COMMUNITY OUTREACH AND ENGAGEMENT



GOAL: INCREASE COMMUNITY INVOLVEMENT

The Toppenish community will play a greater role in not only the government of the city, but also in overall civic engagement.

- Objectives:**
- Foster a greater interest in serving on the City Council & other City boards & commissions.
 - Increase awareness of the community and the region through increased content output
 - Grow engagement & partnerships with other community organizations & outside partners.

- Strategies:**
- Increase partnerships to grow staff engagement
 - Utilize a School Resource Officer program
 - Encourage people to live and work in Toppenish
 - Promote high school student involvement through tours, job fairs, scout programs
 - Maintain a master calendar of community events
 - Promote a unified message/branding for Toppenish
 - Form a Youth Commission/Junior Council
 - Form a service committee

GOAL: INCREASE COMMUNITY TRUST

The City of Toppenish will be a trusted partner in the community.

- Objectives:**
- Control the narrative on City-led events, issues, and processes through greater outreach.
 - Communicate consistently with transparency, accountability, and unity.
 - Train and inform staff at all levels of key community initiatives to create better community communication.

- Strategies:**
- Form better partnerships throughout the community
 - Establish a measurable means by which trust can be assessed
 - Don't impede the mission/progress of community groups
 - Continue to educate the community

COMMUNITY OUTREACH AND ENGAGEMENT



GOAL: DEVELOP INNOVATIVE & ENGAGING OUTREACH

The City of Toppenish will be well known for great civic communication that reaches all residents through multiple platforms.

Objectives:

- Increase content and programming.
- Find out what, how, and why people engage with the city.

Strategies:

- Utilize Facebook and a community newsletter, also direct mail
- Use potential Youth Council for outreach to the community





HOUSING



GOAL: PROMOTE HIGHER QUALITY HOUSING OPPORTUNITIES

Toppenish will work to improve the quality of housing at all price levels and housing type.

- Objectives:**
- Promote higher building standards in the community.
 - Attract new housing for residents.
 - Encourage in-fill housing and redevelopment within the city.

- Strategies:**
- Establish areas to grow the city.
 - Improve maintenance service for infrastructure
 - Provide additional focus on codes/permitting and enforcement
 - Complete the accessory dwelling unit code

GOAL: ENCOURAGE NEIGHBORHOOD DEVELOPMENT

Encourage community through smaller-scale housing, gathering places, and other amenities.

- Objectives:**
- Promote and enable smaller-scale community-based gathering places or centers that serve neighborhoods.
 - Examine codes and/or incentives to promote small-scale mixed-use development.
 - Encourage in-fill and redevelopment to revitalize neighborhoods.
 - Promote and market Toppenish as a place for multiple generations.

- Strategies:**
- Address issues with development in the 100-year floodplain
 - Foster a market where developers would want to come

HOUSING



GOAL: ESTABLISH A VISION FOR FUTURE RESIDENTIAL

Toppenish will determine what kind of residential properties will be offered to unify the community and organization in decision making.

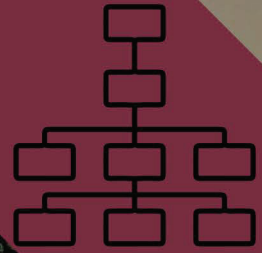
Objectives:

- Set a vision for what housing looks like in the future for the community.
- Promote redevelopment of dilapidated properties to ensure safe and attractive housing.
- Incentivize owner-occupied housing to keep money in the community.

Strategies:

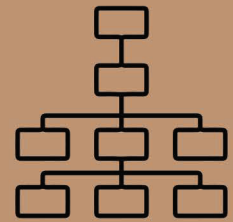
- Promote owner-occupied housing





ORGANIZATIONAL DEVELOPMENT

ORGANIZATIONAL DEVELOPMENT



GOAL: ENSURE A BASIC STAFFING LEVEL AT THE CITY

Toppenish will strive to recruit and maintain a staffing level conducive to fulfilling its mission to the community.

Objectives:

- Hire and keep staff at the city.
- Ensure that minimum levels of services through expanded hiring pools, succession planning, and adequate training.
- Assess and define current processes and roles to determine effectiveness and need.

Strategies:

- Promote Toppenish as a great place to work

GOAL: INCREASE AWARENESS OF CITY OPERATIONS

Staff, the Toppenish community, and the City Council will be informed and acquainted with city departments, scope of work, roles and processes for the community.

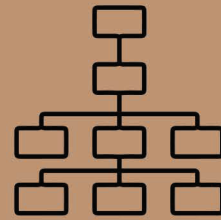
Objectives:

- Establish partnerships to build the relationship between Council and Staff
- Provide training/orientation to give community members, City Council members, and interdepartmental co-workers a basis of understanding of the roles, responsibilities, and processes of the Toppenish government.
- Build trust with the community and Council through greater credibility and transparency.

Strategies:

- Use new website to improve image, drive content, and foster community connections.

ORGANIZATIONAL DEVELOPMENT



GOAL: BUILD A COHESIVE TOPPENISH CITY TEAM

Create an organization that is self-aware, driven, and community-minded to serve the residents.

- Objectives:**
- Provide a comprehensive orientation for staff (and potentially new Council/Commission members) on roles, responsibilities, and missions of each department.
 - Provide training and awareness of Diversity, Equity, and Inclusion principles for inter-departmental and community relations.
 - Build relationships among staff through organizational events, training, and tours.

- Strategies:**
- Unify staff to a single mission



KEY TAKEAWAY



The strategic planning process revealed a strong alignment of priorities and goals, with a shared mission for the community between staff and Council.

Public Safety, Partnerships, and Housing were identified as critical priorities. the retreat formalized unified factors that drive collective dedication to Toppenish.

Both staff and Council are deeply invested in the future of Toppenish. They are committed to achieving the community's goals, with a collaborative and determined approach.

NEXT STEPS



HOW WILL THIS BE IMPLEMENTED?

- The Strategic Plan is a road map that will establish the standard by which budgets, processes, policies, and daily work will be undertaken.
- This is meant to be a “living document” evolving as goals and objectives are fulfilled and new opportunities are presented.
- Staff will begin working on implementing projects, incorporating specific actions to each goal, and conforming their daily work in accordance with the direction outlined herein.



SAGELAND STRATEGIC
www.sageland.net

PROPOSAL

2024 Strategic Plan





City of College Place, WA
Mike Rizzitiello, City Administrator
635 S. College Ave
College Place, WA 99324

April 12, 2024

Dear Mr. Rizzitiello,

Thank you for the opportunity to present my qualifications, scope, and methodology as the strategic planning and implementation partner for the City of College Place. My firm is uniquely qualified for this project based on our experience, background, expertise, and passion. As you know, I am a facilitator and strategist based out of Washington state, with over 20 years of experience in management of local governments, as both an employee and a consultant.

My proposal outlines a methodology customized for College Place to work with your team, through engagement with the community, staff, and elected/appointed officials. Through facilitated retreats, we will build an updated strategic plan, with a focus on implementation.

I will personally oversee the process and completion of the plan. I have experience with both entry-level and executive staff which provides a unique skillset. I also have the ability to relate to all levels of the organization, as well as elected officials that will guide your team to great results.

I view my role as your team member for this project – handling every piece of the process, planning, and organization so that your staff can continue to focus on the important work within the City.

Thank you for your consideration of our qualifications. I am very excited about the prospect of working with you and your team!

Regards,

N. Zach Ratkai, MPA

Owner, Project Manager

**Details and pricing contained herein are valid for 120 days

 zach@sagelandstrategic.com

 303-594-9569

 1876 Nova Lane, Richland, WA
99352

Why Choose Us



Background in Local Government

Over 20 years of Local Government experience from entry-level to Executive. I understand the day-to-day operations of government and how it applies to strategic planning.

A Lens of Equity and Inclusion

We believe that “none of us are as smart as ALL of us.” My approach not only encourages but requires input from diverse stakeholders in an inclusive and equitable approach.

Wide Range of Experience

Sageland specializes in Economic Development, Planning, Parks & Recreation, Public Works, Public Safety, Civic Engagement, and much more.

Long Term Relationships

Strategic Planning is not a one-time, but rather a continual effort for your community. Sageland is built to assist your team achieve your goals.

Customized Collaboration

I believe in meeting our clients where they are, offering advice and ideas, giving guidance and strong recommendations when needed, and ensuring ongoing sustainability through templates and support.

N. Zach Ratkai
Owner/Project Manager

The Approach to Strategic Planning

My experience in the Public Sector, combined with a customized approach and expert training in facilitation and engagement brings excellent results to you community.

I believe in three main inputs to strategic planning:

People, Preparation, and Product.



People

My approach is to include as many people as possible in the process. This includes key staff from all levels, leadership, community members, and elected officials as directed by the client.



Preparation

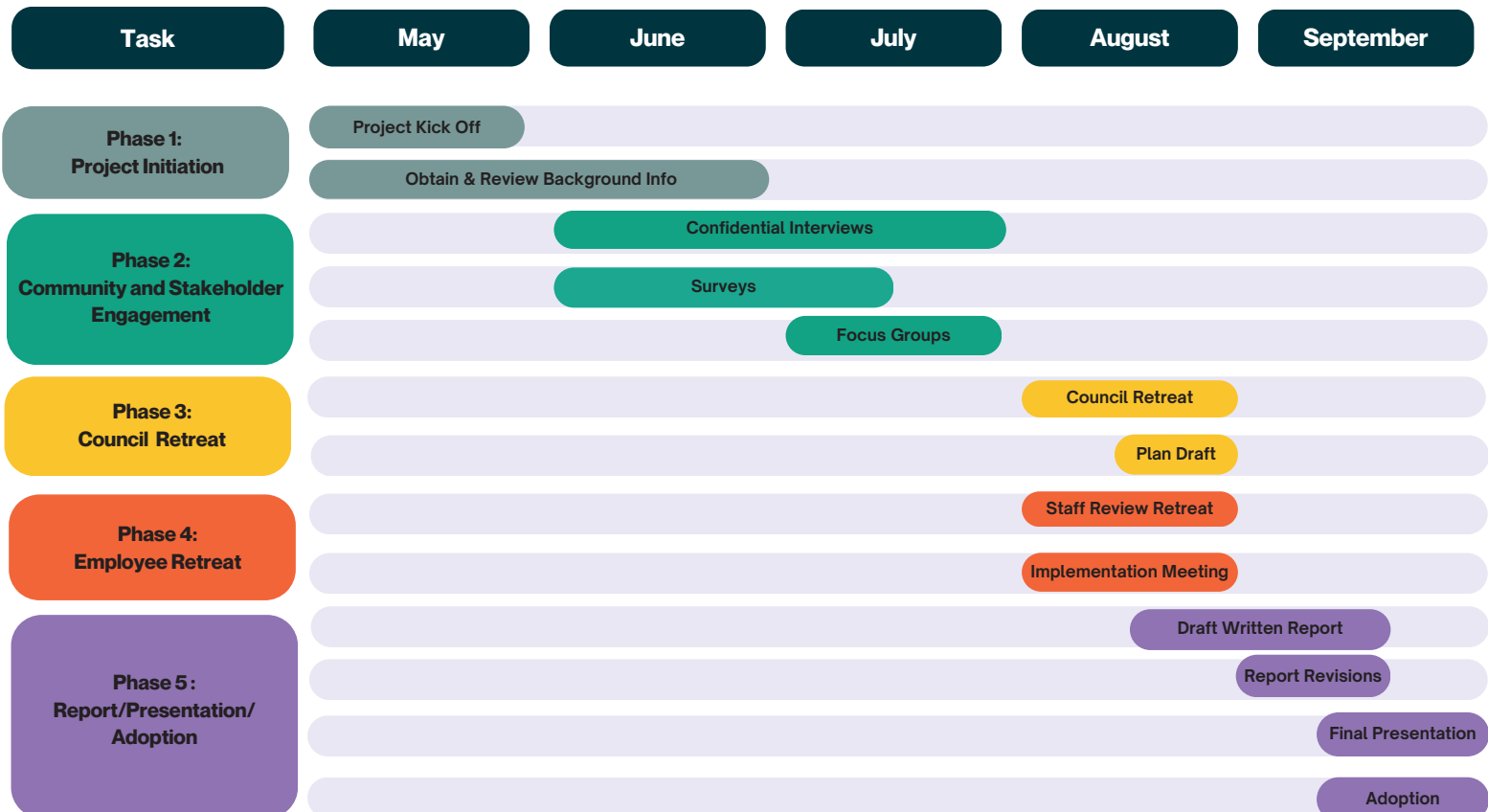
Preparation and research is another key approach. Using historical documents, existing plans, and community history, I will be able to assess current conditions in order to drive more targeted outcomes for success.



Product

While the final deliverable is often a single plan, I strive to work with your team to create a living document that serves as a roadmap for moving forward to meet your community's goals. This is not a plan that will gather dust on the shelf.

2024 Phasing and Proposed Timeline



Project Approach and Methodology

Project Responsibilities

- Update the current strategic plan, originating in 2017, to encompass viewpoints of newly-elected City Council members, establishment of new city programs, and assess the community's current priorities.
- Review current and past plans, budgets, documents, and other relevant items as deemed necessary.
- Determine the priorities and goals of the City Council, as well as the community and staff.
- Conduct outreach to each individual council member, staff, and key stakeholders, for candid conversation on the City's policies, challenges, opportunities and priorities.
- Facilitate a retreat with the City Council to craft strategic priorities and goals for a new, updated strategic plan.
- Facilitate a retreat with staff to affirm Council priorities and goals, and form an Implementation Plan.
- Deliver and present a Strategic Plan and Implementation strategy that conforms to the City's mission for the community and showcases steps to achievement and success.

Phase 1: Project Initiation

- Launch the project with leadership, staff, and any identified personnel you wish to include.
 - Establish roles and responsibilities for the Client and the Consultant.
 - Refine and confirm a customized process and timeframe.
 - Set up weekly meeting times.
 - Confirm engagement strategies for the Council, stakeholder, and staff interviews, surveys, focus groups and retreat.
 - Begin the development of questions for confidential Council interviews.
- Sageland will review data, reports, budgets, documents, and plans relevant to the composition of the strategic plan.

Phase 1 Deliverable:

- Detailed Project Schedule and Scope, with confirmed engagement dates after discussion at Kick Off Meeting.

Phase 2: Community and Stakeholder Engagement

- Hold Confidential interviews (either in-person or virtually) with the Mayor and City Council members, members of Boards and Commissions, staff, and stakeholders. For this, we recommend up to 30 interviews.
- Release both an online community and staff survey to assess and determine opinions on the direction of the community, priorities, and goals.
- Facilitate up to 3 focus groups to foster collaborative discussion among attendees on priorities, goals, and status of the community.

Phase 2 Deliverable

- Written Engagement Report outlining findings, issues, and prevailing themes from the engagement process, including the results of the interviews, surveys, and focus groups.

Phase 3: Council Retreat

- Conduct a full day (we recommend an afternoon session, concluding with a team dinner, and a morning session the next day) City Council retreat focused on team building, collaborative discussion, formation of a new mission and vision statement, confirmation on core values, and development of priorities and goals for the strategic plan.
 - This will be a “focus group” style, using techniques to solicit individual information, identify commonalities, and collaborative discussion to achieve cohesion.

Phase 3 Deliverable:

- Written report from the Strategic Plan Retreat outlining draft priorities, goals, objectives, and strategies.

Phase 4: Employee Retreat

- After the Strategic Plan draft is created by the City Council, we will then host a staff retreat to review the Strategic Plan language, discuss any proposed amendments and confirm the language/direction of the Council.
- The second half of the retreat will focus on creation of objectives, projects, and action steps, forming a supplemental Implementation Plan.

Phase 4 Deliverables:

- Written report from Staff Retreat outlining amendments/approval of Strategic Plan language.
- Draft Implementation Plan

Phase 5: Report/Presentation/Adoption

- Using the data and information acquired through the staff and community engagement, and the Council and Staff retreats, Sageland will draft a Strategic Plan document for review by College Place.
 - Plan will include timetables for achievement, measurable goals, and serve as a roadmap for implementation and improvement for the community.
- College Place will review and provide revisions, recommendations, and amendments to the draft.
- Sageland will furnish a final Strategic Plan to College Place.
- Sageland will present Strategic Plan for adoption.

Phase 5 Deliverables:

- Draft and finalize the Strategic Plan documentation that has reviewed and refined by the College Place team.
- Presentation and adoption of final Strategic Plan to the College Place City Council.

Your Investment

Phases and Tasks	Cost
Project Initiation	\$1,150
Community and Stakeholder Engagement	\$11,450
Council Retreat (City Council)	\$10,500
Employee Retreat (Staff)	\$10,500
Report, Presentation, and Adoption	\$2,000
Estimated On-Site Travel	\$3,900
Total Not-to-Exceed Cost	<u>\$40,000</u>

Detailed Scope of Work and Phasing is Attached

Sageland Strategic will invoice on the final business day of each month for the project during the duration of the contract, based on actual hours and expenses incurred as estimated in the milestone table above.

Alternates Available:

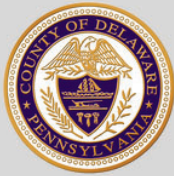
Document Translation to Spanish: \$1,000

Representative Projects



City of Toppenish, WA

2023 Strategic Plan (Completed)
2024 Implementation and Quarterly Meetings (In progress)



Delaware County, PA

2024 Organization Assessment - Crisis Services (In Progress)
2024 Strategic Plan - Division of Veteran's Services and Division of Juvenile Justice (In Progress)
(In partnership with SBrand Solutions, LLC)



City of Buckley, WA

2023 City Council Goal Setting and Strategy Session (Completed)



Jefferson County, WI

2023 Facilitation of staff and community engagement, focus groups, strategic plan and implementation plan retreat. (Completed)
(In partnership with SBrand Solutions, LLC)



Town of Wethersfield, CT

2023 Facilitation of staff and community engagement, focus groups, strategic plan and implementation plan retreat. (Completed)
(In partnership with SBrand Solutions, LLC)

Qualifications

Zach Ratkai

As owner of Sageland Strategic, Zach will serve as the project manager, lead facilitator, and lead business contact. Zach has served in a myriad of public-sector roles for communities in Colorado and Washington State. He is a government collaborator and champion of the public sector with over 20 years of experience. As a consultant, he works with communities, businesses, and non-profits to create functional and collaborative cultures to serve their missions.

A graduate of the University of Colorado's School of Public Affairs, Zach holds a master's degree in Public Administration and a Certificate in Public Management. He also holds a bachelor's degree in Applied Geography from the University of Northern Colorado. Zach's local government work experience includes executive-level government administration, parks, recreation, facilities, IT, city clerk and public records, public defense, real estate and economic development, urban and regional planning, disaster recovery management, and resiliency building. He is a Certified Virtual Facilitator and has facilitated strategic plans for local government, non-profit organizations, and Federal agencies with clients in Alaska, Washington, North Carolina, Georgia, Texas, Wisconsin, Connecticut, and Washington D.C..



City of College Place, WA - Strategic Plan Detailed Phases, Tasks, and Pricing

Phases and Tasks		Deliverable	Proposed Dates (To be determined by client)	Proposed Cost
Phase 1 - Project Kick-Off, Background Review, and Assessment				
Task 1.1	Project Initiation Meeting (in-person) - 2 hour meeting)	Logistics meeting to review framework, process, milestones and deliverables. Develop schedule for meetings		\$ 500.00
Task 1.2	Weekly planning meetings (Zoom) and emails throughout the project	For updates, feedback, course correction (held w/ Staff)	Throughout Project	Included
Task 1.3	Develop Detailed Project Schedule	Finalize list of meetings, input sessions, proposed Council date		Included
Task 1.4	Obtain and Review Background Info, Plans, and relevant Data	Review applicable plans, documents, budgets, and other items determined by the client.		\$ 500.00
Task 1.5	Detailed Project Schedule	Create a written plan for the project with input and concurrence of client.		\$ 150.00
			TOTAL PHASE 1	\$ 1,150.00
Phase 2 - Community and Stakeholder Engagement				
Task 2.1	Up to 30 Confidential Interviews of Council, Staff, Board/Commission Members, and community stakeholders as identified by the client.	Interviews to gain insights into the town's priorities, challenges, and opportunities. \$200ea (virtual or in-person)		\$ 6,000.00
Task 2.2	2 Online Surveys, one for Staff and one for the Community	Survey to assess the viewpoint of a broader audience, determine opinions on state of the city, future trends, and priorities.		\$ 2,000.00
Task 2.3	3 Focus Groups for Targeted Stakeholders	To provide a place for collaborative discussion to determine concurrence on Priorities, goals, and status of the community.		\$ 3,000.00
Task 2.4	Develop Detailed Report on Board Engagement outlining findings and conclusions	Written Report to Strategic Planning team prior to retreat		\$ 450.00
			TOTAL PHASE 2	\$ 11,450.00
Phase 3 - Strategic Plan Retreat (City Council)				
Task 3.1	Facilitated Retreat using the results of the engagement report to craft Mission, Vision, and Values Statements, form Priorities and Goals for the Community	Recommend One Day Retreat (beginning the in the afternoon, and continuing the following morning)		\$ 10,000.00
Task 3.2	Develop Detailed Report on findings and actions of the retreat	Written Report provided one week after retreat		\$ 500.00
			TOTAL PHASE 3	\$ 10,500.00
Phase 4 - Strategic Plan Retreat (Staff)				
Task 4.1	Facilitated Retreat with staff based on the Council retreat. Affirm the Council priorities and goals. Conduct an Implementation planning meeting to determine action steps, projects, and other items to achieve the vision of Council.	Recommend One Day Retreat		\$ 10,000.00
Task 4.2	Develop Detailed Report on findings and actions of the retreat	Written Report provided one week after retreat		\$ 500.00
			TOTAL PHASE 3	\$ 10,500.00
Phase 5 - Creation of Plan				
Task 3.1	Draft the Strategic Plan document for review by College Place. This document will be drafted through a graphic designer (included in cost).	Graphic Design Plan Document		\$ 1,500.00
Task 3.2	Review of Draft by College Place	Client Review Period		Included
Task 3.3	Correction of Draft and Development of Final Document	Sageland creates final plan based on client review and feedback.		\$ 500.00
Task 3.4	Delivery of Final Strategic Plan and Implementation Plan to College Place	Sageland provides College Place with electronic file of Final Plans, all reports, documents, and data		Included
Task 3.5	Presentation of Final Plan to College Place City Council	Presentation of Final Plan in Council workshop for adoption		\$ 500.00
			TOTAL PHASE 3	\$ 2,500.00
	Total Cost			\$ 36,100.00
	Travel Costs for onsite meetings (est 6 trips, Richland to College Place)	Includes travel time, mileage, lodging (if needed), meals at GSA per diem rate. Billed at not-to-exceed unless advised otherwise.	Est \$650/trip Richland, WA to College Place, WA	\$ 3,900.00
	Total Not To Exceed Cost		Scoped Project	\$ 40,000.00

City of College Place

Strategic Plan, 2017-2026



Where small-town living and learning meet

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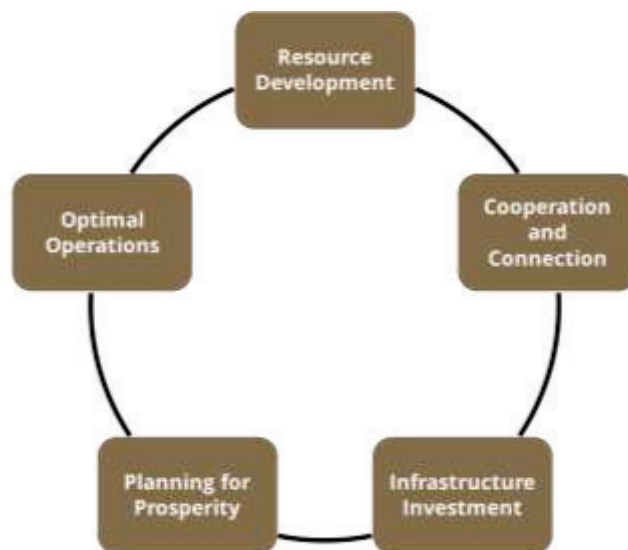
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Introduction

The College Place Strategic Plan was developed in 2017 by listening to the community about its aspirations. Through surveys, focus groups and one-on-one conversations a picture developed for the City's current position and where it wants to be. What emerges is a picture beyond annual budgeting processes to a vision for what the City could be in 2027.

This vision together with the City's core values provide a compass. The Strategic Plan provides a foundation for prioritizing the use of resources and identifies how the City makes progress toward achieving the community's goals and objectives.

Following vision and values are key areas of activities, called Core Themes. Under each of these themes are goals and objectives laid out over the next decade which set out the work of City Council and Staff.



Objectives are supported by outcomes, the key measure of progress and milestones by year. The Strategic Plan is designed to be updated annually to reflect changing priorities and resources.

Vision

By 2027, College Place is noted for its vibrant downtown with a mix of small businesses and housing that interfaces with Walla Walla University that give residents and a growing tourist trade the feeling of a small town. The City has attracted large-scale commercial development along its most trafficked roads, thus growing its tax base.

Resourceful in the use of finance tools and grant opportunities, the City gets extra value from every dollar of local taxes. Resources support a staff of dedicated, competent employees adequate to provide safety and responsiveness. Deferred maintenance is a thing of the past as depreciation is funded and cash reserves prepare the city to pursue opportunities without excess risk.

Mutual respect is shared between the City Council, residents, and staff. Residents, retirees, students, professionals, and young families feel safe; they know their neighbors and many of the city employees by name. Citizens are engaged and knowledgeable of the affairs of the City due to the character of staff and the quality, timeliness, and context through which information is shared; cooperation is a community norm. Volunteerism is high across the commissions of the City.

People circulate easily irrespective of mode, whether car, foot or bike; a system of sidewalks and trails make foot traffic a preferred method to get around town. The community turns out regularly for the events calendared throughout the year, co-hosted in partnership with the municipality and institutions such as: businesses, volunteer organizations, College Place Public Schools, Rogers School, Walla Walla Valley Academy, and Walla Walla University.

Values

In its expression of civic leadership and service, Council and staff hold these core values.

Open and Honest

The City is transparent and fair in its dealings. It is plain spoken in its communication. The City is engaged with its citizens in two-way communication and desires an aware and informed citizenry. The municipality is accountable for its actions and choices.

Cooperation

College Place works well with others and values mutually-beneficial outcomes for the City and its partners.

Respect

The City fosters respect between its Council and staff, Citizens, neighbors, its natural resources and built environment, its resident businesses to bind College Place into a sustainable and prosperous community. The City honors its heritage.

Service

The City exists to provide services to its constituents. It is an organized, learning organization that makes data-driven decisions. It's employees and Council are empathetic and humble.

Diversity

The City recognizes differences between people and values these differences as an asset. College Place fosters an environment where individuals find safety, dignity, and acceptance.

Optimal Operations

People of high character and capability power successful City operations. The City Council values its staff and sees Human Resources as its greatest asset. Integrating infrastructure and people are systems and tools that are current and people know how to use.

Goals and Objectives

1. The City is staffed to reflect state-recognized human resource levels.
 - a. The City Police department is staffed to State governing agency criteria and sustainably funded. (Council)
 - b. The City Fire department is staffed State governing agency criteria and sustainably funded. (Council)
 - c. The City Public Works, Community Development, and Public Works departments are adequately staffed and sustainably funded. (Council)
 - d. The City Finance, Clerk, and Human Resource Departments are adequately staffed and sustainably funded (Council).
2. The City constructs new and modifies existing City facilities based on nationally-recognized standards. (Public Works)
3. The City has a robust Human Resource function.
 - a. Staff have opportunities for professional development and training. (Human resources)
 - b. The City is prepared for succession in key leadership positions. (Human Resources)
 - c. A learning culture is fostered. (Mayor and administrator)
4. GIS is used for comparative advantage and municipal leadership. (Administrator)
5. Technology is employed when increasing staff efficiency or public facing services (Administrator).

Timeline and Outcomes

Year	Activity	Result
2021	1. 2. 3-a. 4.	Incremental changes in staffing levels Capital facility plan recognizes changing space and use requirements for City services. Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2022	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2023	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2024	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2025	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.
2026	1. 3-a. 4.	Incremental changes in staffing levels Number of professional training classes conducted and attended are reported annually. Total number of GIS uses reported.

Resource Development

To maintain its comparative advantage as a municipal government, College Place pursues new revenue streams not from increasing property tax rates, but from increasing local valuation through new commercial and residential development, while supporting not impeding development.

Goals and Objectives

1. The City develops and deploys a written Economic Development strategy to guide expansion of the commercial tax base.
 - a. Land is identified for commercial and residential development. (Planning)
 - b. Lodging development is pursued including the feasibility of meeting space.
(Administrator)

-
- c. A diversity of housing options is pursued including single-family, apartments, duplexes, condos, manufactured homes, accessory dwelling units and mixed-use. (Planning)
 - d. The City pursues a big box/chain retail development. (Administrator)
 - 2. Downtown develops as a mixed-use zone with design standards that offer the developer a menu of possibilities rooted in a “main street” character.
 - a. Business opportunities are developed with a focus on local residents so that the local economy and indigenous wealth grows. (Economic Development Commission)
 - b. The inventory of mixed-use buildings in the downtown core increases. (Economic Development Commission)
 - c. Parking lots are developed in the downtown core close to College Avenue. (Planning)
 - 3. The City develops a venture with the Port of Walla Walla to develop incubator properties in the community, ideally near and in association with Walla Walla University. (Mayor)
 - 4. The City pursues change to countywide planning policies, urban growth expansion and an infill strategy. (Planning)
 - 5. The City develops tourism opportunities with its partners including Visit Walla Walla, Walla Walla University, Walla Walla Valley Chamber of Commerce, and local service businesses.

Timeline and Outcomes

Year	Activity	Result
2021	1-a. 1-a 1-b 1-c 1-c 1-c. 1-d 2-a.	The land inventory is updated. Figure out land use game plan for Martin Airfield site. City attempts to recourt lodging operators/developers for Whitman or Meadowbrook areas Countywide Housing Needs Assessment is Completed and Accepted by City Council City participates in formation of Common Roots Land Trust Housing Chapter action plan is reviewed. City petitions state to pursue Tax Increment Financing in key areas of town. The number of business starts on and near College Ave. are tracked and reported to Council at

	2-b. 3 4 5	least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City working on Flex Space Assessment with CERB Grant Countywide Planning Policies are reviewed Continued joint marketing effort with Visit Walla Walla. Work with Downtown WW Foundation, City of WW, and others on Creative District designation.
2022	1-a. 1-a 1-b 1-c. 1-c 1-d 1-d 2-a. 2-b. 3 4 5 5.	The land inventory is updated. Work with owner of Martin Airfield on Zoning designation and get it finalized. Work with lodging developer to finalize deal to establish facility in College Place. Housing Chapter action plan is reviewed. City works with Common Roots Land Trust, BMAC. And Housing Authority on development of Affordable Housing Courting big boxes for Whitman Drive (Price Property) and Stone Creek development areas. State and other taxing agencies allow us to establish TIF covering key commercial areas in town. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City work on identifying key components of flex space as well as partners. Secure land and financing for it. Updated Countywide Planning Policies are adopted. Continued joint marketing effort with Visit Walla Walla Region gets accepted by Arts Washington as a Creative District.
2023	1-a. 1-b. 1-c 1-c. 1-d. 2-a. 2-b. 3. 4. 5.	The land inventory is updated. Ground breaks on lodging property development City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing. Housing Chapter action plan is reviewed. Commercial big box development opens. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City and/or partners begin work on engineering/architecture work for Flex Building County opens up urban growth boundary adjustment process. Work on adjustment. Conduct and adopt residential and commercial building land capacity inventories. Continued joint marketing effort with Visit Walla Walla
2024	1-a. 1-a. 1-b 1-c. 1-c 1-d. 2-a. 2-b. 3. 4. 5.	The land inventory is updated. Martin Airfield land use designation is finalized. Lodging development opens. Housing Chapter action plan is reviewed. City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing. Big-box store opens. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City and/or partners begin construction on Flex facility. Amended Urban Growth Area is accepted by Walla Walla County. Continued joint marketing effort with Visit Walla Walla.
2025	1-a. 1-c.	The land inventory is updated. Housing Chapter action plan is reviewed.

	1-c. 1-d. 2-a. 2-b. 3. 5.	City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing Attract pad retail and hospitality establishments near new big boxes. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. City & partners Flex Space is under construction. Continued joint marketing effort with Visit Walla Walla.
2026	1-a. 1-c. 1-c. 1-d. 2-a. 2-b. 2.c. 3. 5.	The land inventory is updated. Housing Chapter action plan is reviewed. City works with Common Roots Land Trust, BMAC, and Housing Authority on development of Affordable Housing Attract pad retail and hospitality establishments near new big boxes. The number of business starts on and near College Ave. are tracked and reported to Council at least annually. The number of mixed-use properties on and near College Ave. are tracked and reported to Council at least annually. A plan for parking lot development is complete. City & partners Flex Space is complete. Continued joint marketing effort with Visit Walla Walla.

Cooperation and Connection

The City values connection with its residents and to its heritage. The City strives for win-win outcomes in relationships and partnerships internally and externally. The City's residents value connection to each other, which the City fosters and grows.

Goals and Objectives

1. Create annual community events
 - a. Identify opportunity for specific College Place events that are tied to Walla Walla University, Adventist Schools, or College Place Public Schools activities like Alumni Weekend and graduations. (Economic Development Commission)
 - b. Create events which draw visitors from neighboring communities and regions. (Economic Development Commission)
2. The City's outreach program effectively reaches all of its population.
 - a. Develop a City Brand guidelines (Administrator)

-
- b. Students are actively involved in College Place City Council meetings and Council is involved at schools. (Council)
 - c. The City increases the use and effectiveness of social media channels that are used by stakeholders. (Departmental Social Media Managers)
 - d. The City maintains an active release of news to local media outlets for regularly occurring items and crisis communication. (City Administrator & Departmental PIO's)
 - e. School events are promoted to the Community. (Departmental Social Media Managers)
 3. The City explores the feasibility of a multi-use community center. (Parks, Arbor & Recreation Commission)
 4. The City shares leadership with its residents through volunteer service on Commissions, as follows. (City Clerk & Human Resources)
 - a. Planning Commission
 - b. Historic Preservation Commission
 - c. Civil Service Commission
 - d. Economic Development, Tourism, and Events Commission
 - e. Parks, Arbor, and Recreation Board
 - f. Utilities & Transportation Advisory Commission
 - g. Diversity & Inclusion Advisory Board
 - h. Youth Advisory Commission
 5. Walla Walla University and City of College Place staff and administration participate on each other's boards and commissions in order to mutually aid their missions. (Mayor)
 6. College Place builds and fosters interlocal partnerships in the following areas. (Mayor and Administrator)
 - a. Utilities
 - b. Bidding on joint construction projects
 - c. Library

- d. Court
- e. Information Technology
- f. Emergency Management
- g. School security
- h. Park and Recreation programs
- i. Police Training (Ex: Regional Shooting Range)
- j. Fire Training (Ex: Fire Training Tower)
- k. Economic Development
- l. Broadband
- m. Housing

Timeline and Outcomes

Year	Activity	Result
2021	2. 2-d 2-e. 4. 6. 6-f 6-h 6-l 6-m	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Work with County and other partners to secure grant funds to move Emergency Management. City & partners establish youth recreation programming. City partners with area agencies to pursue grant funding for regional public dark fiber system. Common Roots Land Trust officially forms.
2022	1-a. 1-b. 2-c. 2-d. 2-e. 4. 6. 6-h. 6-i. 6-j. 6-l	Work to bring back Block Party or similar event in which University, Public Schools, Private Schools, and Library can partner. Partner with City of Walla Walla to bring regional events (Music Festivals, etc) here to the Valley. Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth recreation programming grows. Regional Police Shooting Range facility is complete. Regional Fire Training Tower is under construction. City and partners secure funding for publicly owned dark-fiber system. Begin engineering.

	6-m.	First property for Common Roots to possess affordable housing on is sighted.
2023	2-c 2-d 2-e. 4. 6. 6-f. 6-h. 6-j. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Emergency Management is at new, safe, secure location. Youth recreation programming grows. Regional fire training tower is fully constructed and operational. City and partners wrap up engineering and begin construction of publicly owned dark fiber system. Increase in affordable housing development through land trust, BMAC, and Housing Authority.
2024	2-c.. 2-d. 2-e. 4. 6. 6-h. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth Recreation Programming offerings grows. Construction of publicly owned dark fiber system wraps. Is ready to be leased and lit. Increase in affordable housing development through land trust, BMAC, and Housing Authority.
2025	2-c. 2-d. 2-e. 4. 6. 6-h. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth Recreation Programming offerings grows. Number of internet providers increases and monthly cost of internet decreases. Increase in affordable housing development through land trust, BMAC, and Housing Authority.
2026	2-c. 2-d. 2-e. 4. 6. 6-h. 6-l. 6-m.	Staff provides social media report to Council highlighting channels, number of followers and number of posts. Administrator presents annual report of news coverage and reporting. School event information is included in utility statement mailings. All Commissions are fully appointed with local residents by Council who also monitor calendaring of commission meetings. The number of interlocal agreements increases. Youth Recreation Programming offerings grows. Number of internet providers increases and monthly cost of internet decreases Increase in affordable housing development through land trust, BMAC, and Housing Authority.

Infrastructure Investment

A healthy and vital College Place requires new and renewing investments above and below ground. Residents expect and receive reliable and safe services from these investments.

Goals and Objectives

1. The City strives to attain a fully-funded storm water utility via a combination of utility rates and external grants. (Public Works/On-Call Engineer)
2. The City has a fully-funded drinking water utility via a combination of utility rates and external grants. (Public Works)
 - a. Water treatment infrastructure is replaced in the next ten years (Public Works)
 - b. Water rights and water availability are secured. (Public Works)
 - c. A conservation program is developed and in place to a point where the aquifer is recharging (Public Works).
 - d. Explore consolidation with neighboring irrigation districts if fiscally responsible (Public Works).
 - e. The City will monitor closely aquifer levels and develop conservation programs, additional water acquisition infrastructure as needed.
3. The City has a fully-funded wastewater utility via a combination of utility rates and external grants. (Public Works)
 - a. The City has a plan to replace aging collection system. (Public Works)
 - b. The City has a plan in place to finance the Wastewater Treatment Plan improvements mandated by the State Department of Ecology by the end of 2023 for Phase 1.
4. All local streets are refurbished and/or rebuilt.
 - a. The Transportation Benefit District has a funding mechanism that begins to fund renewal. (Administrator)

-
- b. There are sidewalks, bike lanes and sharrows where practicable, preserving character of historic neighborhoods. (Planning)
 - c. Fully-controlled intersections are constructed at important crossings. (Engineering)
 - d. LED Street lights expands LED Street lights throughout the City. (Public Works)
- 5. 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. (Planning)
 - 6. Revise development regulations to further incorporate community needs and smart growth principles. (Planning)
 - 7. The City provides internet access as key infrastructure. (Mayor and Administrator)
 - a. Community-wide Wi-Fi improves access to internet.
 - b. Fiber cable is installed wherever development occurs.
 - 8. The City works with partners to develop a true recycling program.

Timeline and Outcomes

Year	Activity	Result
2021	1. 2. 2. 3. 3. 4. 4b. 7.	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Southwest Wastewater Trunk Line is constructed and operational. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council
2022	3-c. 1. 2. 2. 3. 3.	LED lights power all City street lights The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Construction begins at Wastewater Treatment Plant /Amount of Sewage treated at WTP The linear feet of roadway refurbished or rebuilt is reported to Council.

	4. 4a. 4b. 7. 8.	Council begins identification of financing strategies for Transportation Benefit District. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Workgroup established to begin figuring out challenges to restarting Recycling program.
2023	1. 2. 2. 3. 3. 4. 4a. 4b. 7. 8.	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Construction concludes at Wastewater Treatment Plant/Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. Council selects financing strategy for Transportation Benefit District/is monetized. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Number of strategies identified by workgroup to deal with Recycling.
2024	. 1. 2. 2. 3. 3. 4. 4b. 7. 8.	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Number of strategies identified by workgroup to deal with Recycling.
2025	1. 2. 2. 2. 3. 3. 3. 4. 4b. 7. 8.	The linear feet of stormwater lines replaced or relined is reported to Council. All residents have access to municipal water supply. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The wastewater utility meets WA Department of Ecology requirements. The linear feet of wastewater pipe replaced or relined is reported to Council. Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Pilot recycling strategy implemented.
2026	1. 2. 2. 3. 3. 4. 4b. 7. 8..	The linear feet of stormwater lines replaced or relined is reported to Council. The linear feet of water lines replaced or relined is reported to Council. Energy costs related to increased number and better utilization of drinking water wells reported to Council. The linear feet of wastewater pipe replaced or relined is reported to Council. Amount of Sewage treated at WTP. The linear feet of roadway refurbished or rebuilt is reported to Council. The linear feet of sidewalk refurbished or rebuilt is reported to Council. The linear feet of dark fiber constructed is reported to Council Recycling program operational/Tons of material recycled.

Planning for Prosperity

The City uses transparent and accountable planning processes so residents understand how College Place grows and changes. Planning documents are clear with a vision for how to sustainably fund services while maintaining high levels of citizen satisfaction and add to the local population as well as the Urban Growth Area (UGA).

Goals and Objectives

1. The City produces and adopts a Comprehensive Plan
 - a. There is a written redevelopment strategy for the College Avenue corridor. (Planning)
 - b. An historic preservation strategy is developed. (Historic preservation commission)
 - c. The City develops, maintains and funds a sustainable infrastructure replacement plan. (Finance)

The City has a Parks master plan that meets RCO standards and integrates the Blue Mountain Regional Trail Network (Parks, Arbor and Recreation Board)
 - d. The Walla Walla University Master Plan is integrated. (Mayor and Administrator)
2. City government is flexible enough to permit innovation.
 - a. Lean methodologies are applied to continuously improve the City's development processes. (Mayor and Administrator)
 - b. Municipal code is simplified to improve usability. (City Clerk)
3. By 2027, the City will complete its third Comprehensive plan.

Timeline and Outcomes

Year	Activity	Result
2021	2.	Report to Council on the number of process improvement groups formed.

2022	2.	Report to Council on the number of process improvement groups formed. Urban Growth Area reviewed by the Planning Commission and City Council.
2023	2.	Report to Council on the number of process improvement groups formed.
2024	2.	Report to Council on the number of process improvement groups formed.
2025	2.	Report to Council on the number of process improvement groups formed.
2026	2. 3.	Report to Council on the number of process improvement groups formed. Comprehensive Plan development commences.

Revising the Plan

The plan will be reviewed and updated annually. Recommendations for any interim changes to the plan should address the following questions:

- Why should the changes be made?
- What specific changes should be made, including to areas, goals, objectives, strategies timelines and responsibilities?

City of College Place, Washington
RESOLUTION NO. 24-039

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING AWARDING CONSULTANT AGREEMENT TO SAGELAND STRATEGIC LLC TO
CONDUCT FY 2025 to 2033 STRATEGIC PLAN**

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's first ever Strategic Plan conducted by Mr. Lawson Knight (Intermountain Impact Services) was adopted via Ordinance #17-029 on July 25th, 2017 and

Whereas, minor updates were adopted via City Council via Ordinance #19-005 on February 12th, 2019 as well as and Ordinance #21-010 on June 22nd, 2021; and

Whereas, since the time of original adoption three council seats (Council Position 1, 3, and 7) as well as the Mayor position have changed over as well as numerous advisory commission positions; and

Whereas, a refreshed plan is needed to reflect the ideals of existing residents, advisory commission members, council members, and the Mayor; and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1. Authorize the City Administrator to sign consulting contract with Sageland Strategic LLC for amount not to exceed \$28,950.**

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.

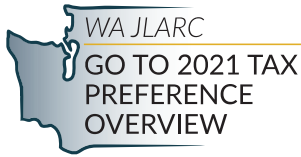
Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk


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REVIEW DETAILS

Addendum A

2021 Legislative Changes

2021 Legislature made changes to chapter 84.25 RCW

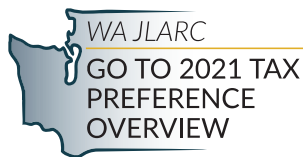
The following table details JLARC staff analysis of changes made in 2021 legislation ([Engrossed House Bill 1386](#)) to the local property tax preference provided in chapter 84.25 RCW (Targeted Urban Area Construction). These changes are effective July 25, 2021.

Statute prior to 7/25/2021	Changes effective 7/25/2021, per EHB 1386
A qualifying city must: - Be located in a county with a population between 700,000 and 800,000. - Have a population of at least 18,000. - Be located east or north of the largest city in the county.	All population and location qualification criteria removed. Any city or town in Washington may use the preference if all other requirements are met.
“Family living wage job” is defined as a job with an average wage of \$18 or more an hour, working 2,080 hours per year on the subject site.	“Family living wage job” is defined as a job that offers health care benefits with an average wage of \$23 an hour or more, working 2,080 hours per year on the subject site.
“Industrial/manufacturing facilities” are defined, in part, for uses categorized as "division D:	“Industrial/manufacturing facilities” are defined, in part, for uses categorized as either “division D: manufacturing” or “division E:


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The preference expires to new applicants December 31, 2022.	The preference expires to new applicants December 31, 2030.
Each project must create a minimum of 25 new family living wage jobs at the subject site as a result of the new construction within one year of building occupancy.	Each project must create a minimum 25 new family living wage jobs at the subject site as a result of the new construction within one year of building occupancy. Priority must be given to applications that meet the following labor specifications during construction and the ongoing business operations: • Compensate workers at the prevailing wage rates as determined by the Department of Labor & Industries. • Buy from and contract with women-owned, minority-owned, or veteran-owned businesses. • Buy from and contract with businesses with a history of complying with federal and state wage and hour laws and regulations. • Use state-registered apprenticeship programs. • Give preferred entry for workers living in the area where construction occurs. • Maintain certain labor standards for workers employed primarily at the facility after construction, including production, maintenance, and operational employees.
	Details steps for cities to follow if they discover that a facility maintains fewer than 25 family living wage jobs after the local property tax exemption has been filed. These include loss of exemption for the facility and the owner being billed for the additional property tax that would have been due.

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ORDINANCE NO. 2016-008

AN ORDINANCE OF THE CITY OF ARLINGTON, WASHINGTON
ADOPTING PROVISIONS RELATING TO TAX INCENTIVES IN TARGETED AREAS
FOR NEW CONSTRUCTION OF INDUSTRIAL OR MANUFACTURING FACILITIES
CREATING FAMILY LIVING WAGE JOBS

WHEREAS, the City of Arlington has been granted the authority to create tax incentives in targeted areas for new construction of industrial or manufacturing facilities creating family living wage jobs as a result of Senate Bill 5761 (Chapter 9, 2015 Laws 1st Special Session) and RCW 84.25; and

WHEREAS, the City Council previously passed Resolution No. 2016-005 which notified the public of its intent to create targeted areas in support of this authority, which resolution scheduled a public hearing for May 2, 2016; and

WHEREAS, the City Council conducted a public hearing on May 2, 2016; and

WHEREAS, the City Council wishes to create tax incentives to support construction that will create new family living wage jobs;

NOW, THEREFORE, the City Council of the City of Arlington do hereby ordain as follows:

Section 1. A new chapter 3.98 of the Arlington Municipal Code (AMC) is hereby created, to read as follows:

Chapter 3.98 – Property Tax Exemption

3.98.100	Purpose
3.98.110	Applicability
3.98.120	Definitions
3.98.130	Exemption Created
3.98.140	General Requirements
3.98.150	Application
3.98.160	Approval Criteria
3.98.170	Approval/Denial
3.98.180	Application Fee
3.98.190	Additional Requirements
3.98.200	Reporting
3.98.210	Continuance and Discontinuance

3.98.100 Purpose. It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped or underutilized lands zoned for industrial and manufacturing uses within the city through tax incentive, thereby increasing employment opportunities for family living wage jobs.

3.98.110 Applicability. All undeveloped or underutilized properties within the city's Light Industrial and General Industrial zones shall be eligible to receive an ad valorem tax exemption as allowed by Senate Bill 5761 (Chapter 9, 2015 Laws 1st Special Session) and RCW 84.25 for the value of new construction of industrial/manufacturing facilities.

3.98.120 Definitions. The definitions in this section shall apply to this chapter unless the context clearly requires otherwise:

- (1) "Administrative Authority" means the Department of Community and Economic Development.
- (2) "City" means the City of Arlington.
- (3) "Designee" means the Director of Community and Economic Development.
- (4) "Director" means the Director of Community and Economic Development.
- (5) "Family living wage job" means a job with a wage that is sufficient for raising a family. A family living wage job shall have an average wage of eighteen dollars an hour or more, working two thousand eighty hours per year on the subject site, as adjusted annually for inflation by the consumer price index.
- (6) "Governing Authority" means the Arlington City Council.
- (7) "Industrial/manufacturing facilities" means building improvements that are ten thousand square feet or larger, representing a minimum improvement valuation of eight hundred thousand dollars (\$800,000.00) for uses categorized as "division D: manufacturing" by the United States Department of Labor in the Occupation Safety and Health Administration's standard industrial classification manual.
- (8) "Lands zoned for industrial and manufacturing uses" means lands in the City zoned as of December 31, 2014, for an industrial or manufacturing use consistent with the City's Comprehensive Plan where the lands are designated for industry.
- (9) "Owner" means the property owner of record.
- (10) "Targeted area" means an area of undeveloped lands zoned for industrial and manufacturing uses in the City that is located with or contiguous to an innovation partnership zone, foreign trade zone, or EB-5

regional center, and designated for possible exemption under the provisions of this chapter.

(11) “Undeveloped or underutilized” means that there are no existing building improvements on the property or portions of the property targeted for new or expanded industrial or manufacturing uses.

3.98.130 Exemption Created

(a) The value of new construction of industrial/manufacturing facilities qualifying under this chapter is exempt from property taxation under this title, as provided in this section. The value of new construction of industrial/manufacturing facilities is exempt from taxation for properties for which an application for a certificate of tax exemption is submitted under this chapter before December 31, 2022. The value is exempt under this section for ten successive years beginning January 1st of the year immediately following the calendar year of issuance of the certificate.

(b) The exemption provided in this section does not include the value of land or nonindustrial/manufacturing-related improvements not qualifying under this chapter.

(c) The exemption provided in this section is in addition to any other exemptions, deferrals, credits, grants, or other tax incentives provided by law.

(d) This chapter does not apply to state levies or increases in assessed valuation made by the assessor on non-qualifying portions of buildings and value of land nor to increases made by lawful order of a county board of equalization, the department of revenue, or a county, to a class of property throughout the county or specific area of the county to achieve the uniformity of assessment or appraisal required by law.

(e) This exemption does not apply to any county property taxes unless the governing body of the county adopts a resolution and notifies the governing authority of its intent to allow the property to be exempted from county property taxes.

(f) At the conclusion of the exemption period, the new industrial/manufacturing facilities cost shall be considered as new construction for the purposes of chapter 84.55 RCW.

3.98.140 General requirements. An owner of property making application under this chapter shall meet the following requirements:

(a) The new construction of industrial/manufacturing facilities shall be located on land zoned for industrial and manufacturing uses, undeveloped or underutilized, and as provided in section 6 of Senate Bill 5761 (Chapter 9, 2015 Laws 1st Special Session), designated by the city as a targeted area;

(b) The new construction of industrial/manufacturing facilities shall

meet all construction and development regulations of the city;

(c) The new construction of industrial/manufacturing facilities shall be completed within three years from the date of approval of the application; and

(d) The applicant shall enter into a contract with the city approved by the Director of Community & Economic Development, under which the applicant has agreed to the implementation of the development on terms and conditions satisfactory to the administrative authority.

3.98.150 Application. An owner of property seeking an exemption under this chapter shall apply to the city on the application form adopted by the governing authority. The application shall contain the following:

A. Information setting forth the grounds supporting the requested exemption, including information indicated on the application form or in the guidelines;

B. A description of the project and site plan, and other information requested;

C. A statement of the expected number of new family living wage jobs to be created;

D. A statement that the applicant is aware of the potential tax liability involved when the property ceases to be eligible for the incentive provided under this chapter; and

E. A statement that the applicant would not have built in this location but for the availability of the tax exemption under this chapter;

F. The applicant shall verify the application by oath or affirmation; and

G. The application shall be accompanied by the application fee required under this chapter. The Director may permit the applicant to revise an application before final action by the Department of Community and Economic Development.

3.98.160 Approval criteria. The duly authorized administrative authority of the city may approve the application if it finds that:

(1) A minimum of twenty-five new family living wage jobs will be created on the subject site as a result of new construction of manufacturing/industrial facilities within one year of building occupancy;

(2) The proposed project is, or will be, at the time of completion, in conformance with all local plans and regulations that apply at the time the application is approved; and

(3) The criteria of this chapter have been satisfied.

3.98.170 Approval/Denial.

(a) The Director shall approve or deny an application filed under this

chapter within ninety days after receipt of the application.

(b) If the application is approved, the city shall issue the owner of the property a conditional certificate of acceptance of tax exemption. The certificate shall contain a statement by the Director that the property has complied with the required criteria of this chapter.

(c) If the application is denied, the Director shall state in writing the reasons for denial and send the notice to the applicant at the applicant's last known address within ten days of the denial.

(d) Upon denial by the Director, an applicant may appeal the denial to the city's governing authority within thirty days after receipt of the denial. The appeal before the city's governing authority shall be based upon the record made before the city with the burden of proof on the applicant to show that there was no substantial evidence to support the city's decision. The decision of the city in denying or approving the application is final.

3.98.180 Application fee. An administrative application fee of \$500.00 (five hundred dollars) plus the required county assessor fee shall be paid at the time the application for limited exemption is filed. If the application is approved, the city shall pay the application fee to the county assessor for deposit in the county current expense fund, after first deducting that portion of the fee attributable to its own administrative costs in processing the application and administering the tax exemption program. If the application is denied, the city may retain that portion of the application fee attributable to its own administrative costs and refund the balance to the applicant.

3.98.190 Additional requirements.

(a) Upon completion of the new construction of a manufacturing/industrial facility for which an application for an exemption under this chapter has been approved and issued a certificate of occupancy, the owner shall file with the city the following:

(1) A description of the work that has been completed and a statement that the new construction on the owner's property qualify the property for a partial exemption under this chapter;

(2) A statement of the new family living wage jobs to be offered as a result of the new construction of manufacturing/industrial facilities; and

(3) A statement that the work has been completed within three years of the issuance of the conditional certificate of tax exemption.

(b) Within thirty days after receipt of the statements required under subsection (a) of this section, the city shall determine whether the work completed and the jobs to be offered are consistent with the application and the contract approved by the city and whether the application is

qualified for a tax exemption under this chapter.

(c) If the criteria of this chapter have been satisfied and the owner's property is qualified for a tax exemption under this chapter, the city shall file the certificate of tax exemption with the county assessor within ten days of the expiration of the thirty-day period provided under subsection (b) of this section.

(d) The city shall notify the applicant that a certificate of tax exemption is denied if the city determines that:

(1) The work was not completed within three years of the application date;

(2) The work was not constructed consistent with the application or other applicable requirements;

(3) The jobs to be offered are not consistent with the application and criteria of this chapter; or

(4) The owner's property is otherwise not qualified for an exemption under this chapter.

(e) If the city finds that the work was not completed within the required time period due to circumstances beyond the control of the owner and that the owner has been acting and could reasonably be expected to act in good faith and with due diligence, the Director may extend the deadline for completion of the work for a period not to exceed twenty-four consecutive months.

(f) The owner may appeal a decision by the city to deny a certificate of tax exemption in superior court under RCW 34.05.510 through 34.05.598, if the appeal is filed within thirty days of notification by the city to the owner of the exemption denial.

3.98.200 Reporting.

(a) Thirty days after the anniversary of the date of the certificate of tax exemption and each year for the tax exemption period, the owner of the new industrial/manufacturing facilities shall file with the Administrative Authority an annual report indicating the following:

(1) A statement of the family living wage jobs at the facility as of the anniversary date;

(2) A certification by the owner that the property has not changed use;

(3) A description of changes or improvements constructed after issuance of the certificate of tax exemption; and

(4) Any additional information requested by the city.

(b) The City shall report annually by December 31st of each year, beginning in 2016, to the Department of Commerce. The report shall include the following information:

(1) The number of tax exemption certificates granted;

(2) The total number and type of new manufacturing/industrial

facilities constructed;

(3) The number of family living wage jobs resulting from the new manufacturing/industrial facilities; and

(4) The value of the tax exemption for each project receiving a tax exemption and the total value of tax exemptions granted.

3.98.210 Continuance and discontinuance.

(a) If the value of improvements have been exempted under this chapter, the improvements continue to be exempted for the applicable period under this chapter so long as they are not converted to another use and continue to satisfy all applicable conditions including, but not limited to, zoning, land use, building, and family wage job creation.

(b) If an owner voluntarily opts to discontinue compliance with the requirements of this chapter, the owner shall notify the assessor within sixty days of the change in use or intended discontinuance.

(c) If, after a certificate of tax exemption has been filed with the county assessor, the city discovers that a portion of the property is changed or will be changed to disqualify the owner for exemption eligibility under this chapter, the tax exemption shall be canceled and the following occurs:

(1) Additional real property tax shall be imposed on the value of the non-qualifying improvements in the amount that would be imposed if an exemption had not been available under this chapter, plus a penalty equal to twenty percent of the additional value. This additional tax is calculated based upon the difference between the property tax paid and the property tax that would have been paid if it had included the value of the non-qualifying improvements dated back to the date that the improvements were converted to a non-qualifying use;

(2) The tax shall include interest upon the amounts of the additional tax at the same statutory rate charged on delinquent property taxes from the dates on which the additional tax could have been paid without penalty if the improvements had been assessed at a value without regard to this chapter; and

(3) The additional tax owed together with interest and penalty becomes a lien on the property and attaches at the time the property or portion of the property is removed from the qualifying use under this chapter or the amenities no longer meet the applicable requirements for exemption under this chapter. A lien under this section has priority to, and shall be fully paid and satisfied before, a recognizance, mortgage, judgment, debt, obligation, or responsibility to or with which the property may become charged or liable. The lien may be foreclosed upon expiration of the same period after delinquency and in the same

manner provided by law for foreclosure of liens for delinquent real property taxes. An additional tax unpaid on its due date is delinquent. From the date of delinquency until paid, interest shall be charged at the same rate applied by law to delinquent property taxes.

(d) Upon a determination that a tax exemption is to be terminated for a reason stated in this section, the Director shall notify the record owner of the property as shown by the tax rolls by mail, return receipt requested, of the determination to terminate the exemption. The owner may appeal the determination to the city, within thirty days by filing a notice of appeal with the city, which notice shall specify the factual and legal basis on which the determination of termination is alleged to be erroneous. At an appeal hearing, all affected parties may be heard and all competent evidence received. After the hearing, the governing authority shall either affirm, modify, or repeal the decision of termination of exemption based on the evidence received. An aggrieved party may appeal the decision of the governing authority to the superior court as provided in RCW 34.05.510 through 34.05.598.

(e) Upon determination by the city to terminate an exemption, the county officials having possession of the assessment and tax rolls shall correct the rolls in the manner provided for omitted property under RCW 84.40.080. The county assessor shall make such a valuation of the property and improvements as is necessary to permit the correction of the rolls. The value of the new industrial/manufacturing facilities added to the rolls is considered new construction for the purposes of chapter 84.40 RCW. The owner may appeal the valuation to the county board of equalization as provided in chapter 84.40 RCW. If there has been a failure to comply with this chapter, the property shall be listed as an omitted assessment for assessment years beginning January 1st of the calendar year in which the noncompliance first occurred, but the listing as an omitted assessment may not be for a period more than three calendar years preceding the year in which the failure to comply was discovered.

Section 2. Severability. If any provision, section, or part of this ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of the ordinance as a whole or any section, provision or part thereof not adjudged invalid or unconstitutional.

Section 3. Effective Date. This ordinance shall be effective five days from its adoption and publication as required by law.

PASSED BY the City Council and APPROVED by the Mayor this 2nd day of May, 2016.

CITY OF ARLINGTON


Barbara Tolbert, Mayor

Attest:


Kristin Banfield, City Clerk

Approved as to form:


Steven J. Peiffle
City Attorney

CERTIFICATION OF ORDINANCE

I, Kristin Banfield, being the duly appointed and acting Clerk of the City of Arlington, Washington, a municipal corporation, do hereby certify that the following Ordinance No. 2016-008 was approved at the May 2, 2016 City Council meeting.

ORDINANCE NO. 2016-008

“AN ORDINANCE OF THE CITY OF ARLINGTON, WASHINGTON,
ADOPTING PROVISIONS RELATING TO TAX INCENTIVES IN
TARGETED AREAS FOR NEW CONSTRUCTION OF INDUSTRIAL
OR MANUFACTURING FACILITIES CREATING FAMILY LIVING
WAGE JOBS”

A true and correct copy of the original ordinance is attached.

Dated this 9th day of May, 2016.




Kristin Banfield
City Clerk for the City of Arlington

SUMMARY OF ORDINANCE ADOPTION

You are hereby notified that on May 2, 2016, the City Council of the City of Arlington, Washington, did adopt Ordinance No. 2016-008 entitled,

“AN ORDINANCE OF THE CITY OF ARLINGTON, WASHINGTON,
ADOPTING PROVISIONS RELATING TO TAX INCENTIVES IN
TARGETED AREAS FOR NEW CONSTRUCTION OF INDUSTRIAL
OR MANUFACTURING FACILITIES CREATING FAMILY LIVING
WAGE JOBS”

This ordinance is effective five days from passage and publication, except as otherwise specified in the ordinance.

The full text of the ordinance is available to interested persons and will be mailed upon request.

A handwritten signature in dark ink, reading "Kristin Banfield". The signature is fluid and cursive, with the first name "Kristin" and last name "Banfield" clearly distinguishable.

Kristin Banfield
City Clerk
City of Arlington

Chapter 3.48

INDUSTRIAL/MANUFACTURING PROPERTY TAX EXEMPTION

Sections:

- 3.48.010 Findings
- 3.48.020 Affected Areas
- 3.48.025 Adoption by Reference
- 3.48.030 Definitions
- 3.48.040 Application and Fees
- 3.48.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal

3.48.010 Findings.

There are insufficient family living wage jobs, as those jobs are defined by RCW 84.25.030, for College Place's wage earning population. It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped and underutilized lands zoned for industrial and manufacturing uses in the area identified in this chapter.

3.48.020 Affected Areas.

Underdeveloped or underutilized lands zoned for industrial/manufacturing uses located in the Light Industrial zoning district in the community are eligible for this incentive for qualifying projects.

3.48.025 Adoption by Reference.¹

Chapter 84.25 RCW as currently enacted or subsequently amended is hereby adopted by reference.

3.48.030 Definitions.

The following definitions shall apply to this chapter:

"Authorized representative" or "duly authorized representative" means the Community Development Director--also referenced herein as "Director" or designee.

"City" means the City of College Place.

3.48.040 Application and Fees.

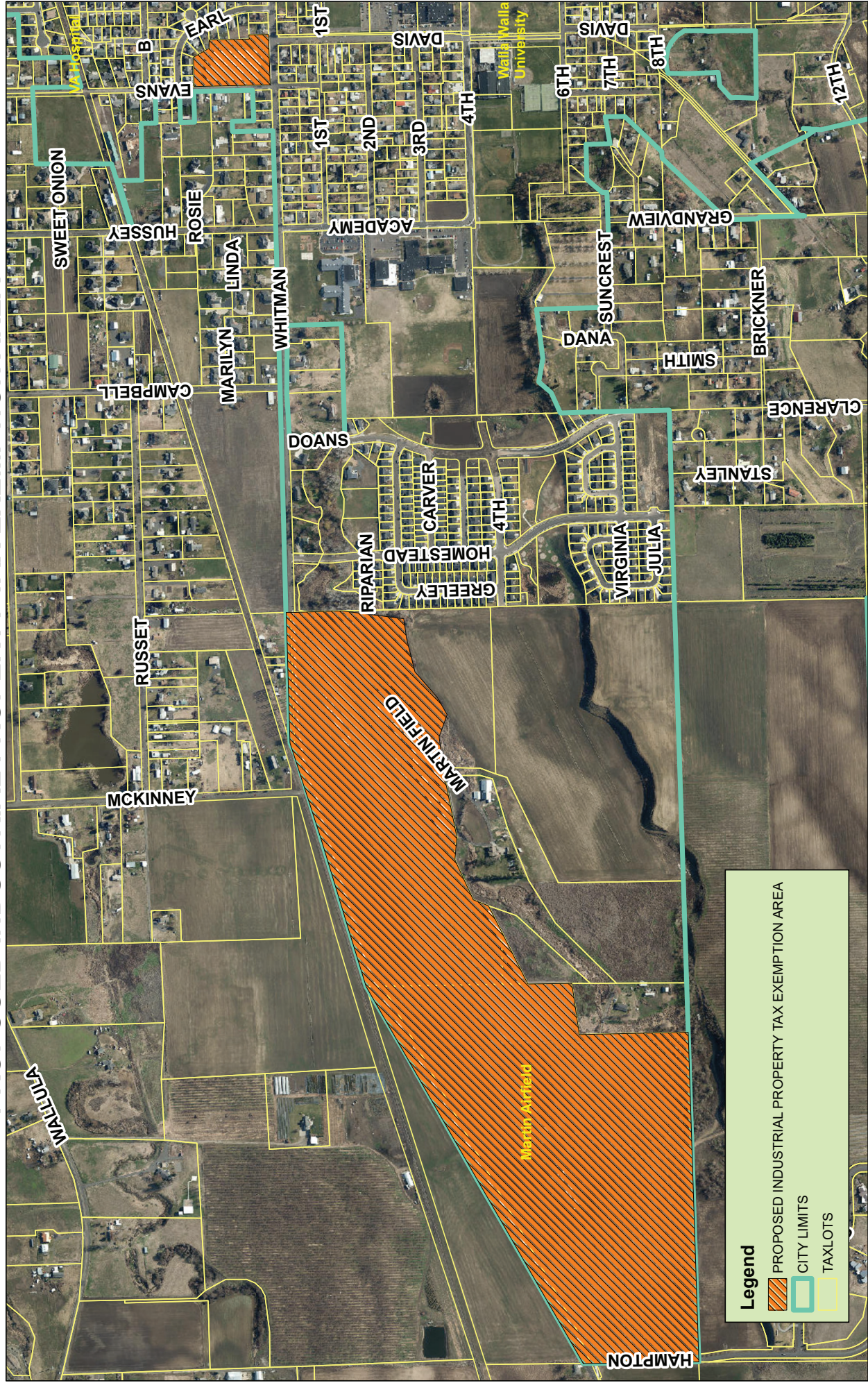
- (a) An owner of property seeking a tax exemption under this chapter shall submit an application to the Community Development Director or designee prior to the application for any building permit for the project. The application shall be on a form established by the Director, along with the required fees.
- (b) The initial application fees to the City shall be \$500.00 plus any amount required by the County Assessor in administering this chapter. If the application is approved, the City shall pay the application fee to the County Assessor for deposit in the County current expense fund, after first deducting that portion of the fee attributable to the City's administrative costs in processing the application. If the application shall result in a denial by the City, the City shall retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant.

3.48.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal.

- (a) The Community Development Director or designee shall make the determination whether a holder of a conditional acceptance of tax exemption qualifies for a certificate of tax exemption upon the completion of the new construction of a manufacturing/industrial facility and a certificate of occupancy issued. The Director shall also review each certificate of tax exemption annually for compliance with this chapter.
- (b) If the Director determines that the property is not qualified for an exemption under this chapter or that it no longer meets the criteria of this chapter for eligibility for a tax exemption, he or she shall notify the owner of the property, as shown in the assessor's records, of the determination to deny or terminate the tax exemption. The notification shall be by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Walla Walla County Assessor.

- (c) The owner may appeal the determination by filing a written notice of appeal specifying the factual and legal basis on which the determination of termination is alleged to be erroneous. Such appeal must be served on the City Clerk within 30 days of the date the notice was placed in the mail.
- (d) The Hearing Examiner of the City shall hold a hearing within 30 days of the notice of appeal. The parties may be heard at the hearing and the Hearing Examiner may use the procedures set forth in Chapter 34.05 RCW to control the conduct of the hearing and admission of evidence.
- (e) The Hearing Examiner shall issue a decision affirming, modifying, or repealing the determination of termination based on the evidence admitted at the hearing. A copy of the decision shall be served on the owner within 30 days of the hearing by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Walla Walla County Assessor.
- (f) An aggrieved party may appeal the decision of the Hearing Examiner to the Walla Walla County Superior Court as provided in RCW 34.05.510 through 34.05.598.

PROPOSED INDUSTRIAL PROPERTY TAX EXEMPTION AREA



Chapter 3.70

INDUSTRIAL/MANUFACTURING PROPERTY TAX EXEMPTION

Sections:

- 3.70.010 Findings
- 3.70.020 Affected Areas
- 3.70.025 Adoption by Reference
- 3.70.030 Definitions
- 3.70.040 Application and Fees
- 3.70.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal

3.70.010 Findings.

There are insufficient family living wage jobs, as those jobs are defined by RCW 84.25.030, for Lake Stevens's wage earning population. It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped and underutilized lands zoned for industrial and manufacturing uses in the area identified in this chapter. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.020 Affected Areas.

Underdeveloped or underutilized lands zoned for industrial/manufacturing uses located in the Light Industrial and General Industrial zoning districts, in the Hartford area, along with the Business District zoning district, in the 20th Street SE Corridor, are eligible for this incentive for qualifying projects. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.025 Adoption by Reference.¹

Chapter 84.25 RCW as currently enacted or subsequently amended is hereby adopted by reference. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.030 Definitions.

The following definitions shall apply to this chapter:

"Authorized representative" or "duly authorized representative" means the Community Development Director--also referenced herein as "Director" or designee.

"City" means the City of Lake Stevens. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.040 Application and Fees.

(a) An owner of property seeking a tax exemption under this chapter shall submit an application to the Community Development Director or designee prior to the application for any building permit for the project. The application shall be on a form established by the Director, along with the required fees.

(b) The initial application fees to the City shall be \$500.00 plus any amount required by the County Assessor in administering this chapter. If the application is approved, the City shall pay the application fee to the County Assessor for deposit in the County current expense fund, after first deducting that portion of the fee attributable to the City's administrative costs in processing the application. If the application shall result in a denial by the City, the City shall retain that portion of the fee attributable to its own administrative costs and refund the balance to the applicant. (Ord. 962, Sec. 2 (Exh. A), 2016)

3.70.050 Certificate of Tax Exemption, Approval, Denial, Termination, and Appeal.

(a) The Community Development Director or designee shall make the determination whether a holder of a conditional acceptance of tax exemption qualifies for a certificate of tax exemption upon the completion of the new construction of a manufacturing/industrial facility and a certificate of occupancy issued. The Director shall also review each certificate of tax exemption annually for compliance with this chapter.

(b) If the Director determines that the property is not qualified for an exemption under this chapter or that it no longer meets the criteria of this chapter for eligibility for a tax exemption, he or she shall notify the owner of the property, as shown in the assessor's records, of the determination to deny or terminate the tax exemption. The

notification shall be by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Snohomish County Assessor.

(c) The owner may appeal the determination by filing a written notice of appeal specifying the factual and legal basis on which the determination of termination is alleged to be erroneous. Such appeal must be served on the City Clerk within 30 days of the date the notice was placed in the mail.

(d) The Hearing Examiner of the City shall hold a hearing within 30 days of the notice of appeal. The parties may be heard at the hearing and the Hearing Examiner may use the procedures set forth in Chapter 34.05 RCW to control the conduct of the hearing and admission of evidence.

(e) The Hearing Examiner shall issue a decision affirming, modifying, or repealing the determination of termination based on the evidence admitted at the hearing. A copy of the decision shall be served on the owner within 30 days of the hearing by certified mail, return receipt requested, and by regular first class mail. A recognized courier service may be substituted for first class mail. A copy shall also be sent to the Snohomish County Assessor.

(f) An aggrieved party may appeal the decision of the Hearing Examiner to the Snohomish County Superior Court as provided in RCW 34.05.510 through 34.05.598. (Ord. 962, Sec. 2 (Exh. A), 2016)

¹ Code reviser's note: Ord. 962 adds these provisions as Section 3.70.020. The section has been renumbered to avoid duplication of numbering.

AGENDA REPORT

FOR: City Council April 17, 2024

TO: Adam Lincoln, City Manager City Council Regular Meeting: 4/22/24

FROM: Richa Sigdel, Deputy City Manager
City Manager

SUBJECT: Targeted Urban Area Tax Exemption Program (10 minutes)

I. REFERENCE(S):

Presentation

II. ACTION REQUESTED OF COUNCIL / STAFF RECOMMENDATIONS:

Presentation from Port of Pasco Director of Economic Development and Marketing Stephen McFadden

III. FISCAL IMPACT:

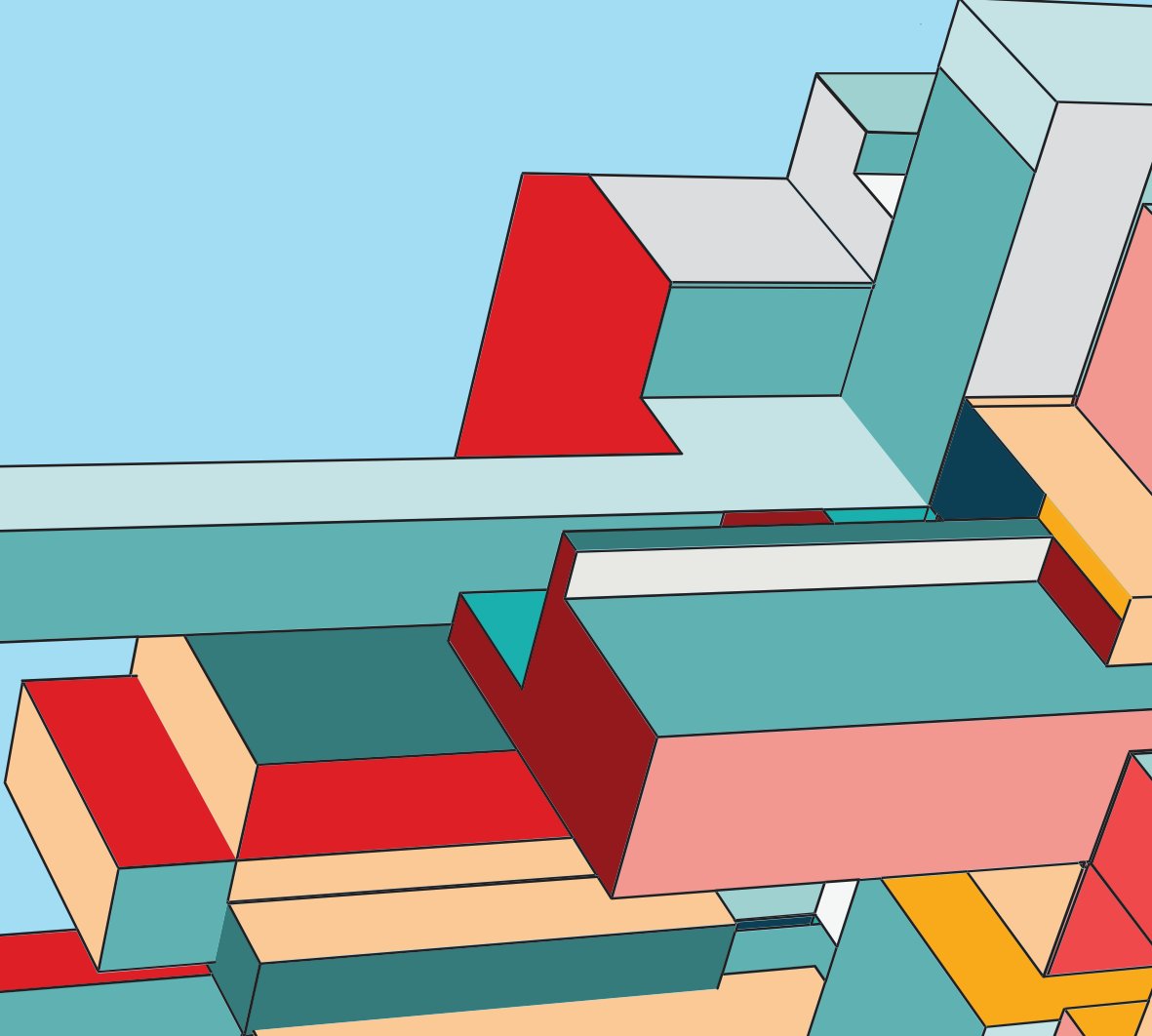
None

IV. HISTORY AND FACTS BRIEF:

Targeted Urban Areas (TUA's) are a new recruitment, retention, and expansion tool available in Washington per Chapter 84.25 of the Revised Code of Washington. It allows cities and counties to offer certain exemptions from property taxes for the value of new construction of industrial and manufacturing facilities in qualifying designated geographic areas for up to ten years.

V. DISCUSSION:

Stephen McFadden, the Director of Economic Development and Marketing at the Port of Pasco, will discuss the Targeted Urban Area Tax Exemption Program. This presentation reflects the collaborative efforts between the Port of Pasco and the City of Pasco, where Stephen McFadden plays a pivotal role in fostering economic development for the city.

An abstract graphic in the bottom right corner of the page, composed of various 3D rectangular blocks and prisms in shades of red, orange, teal, and light blue, arranged in a complex, overlapping geometric pattern.

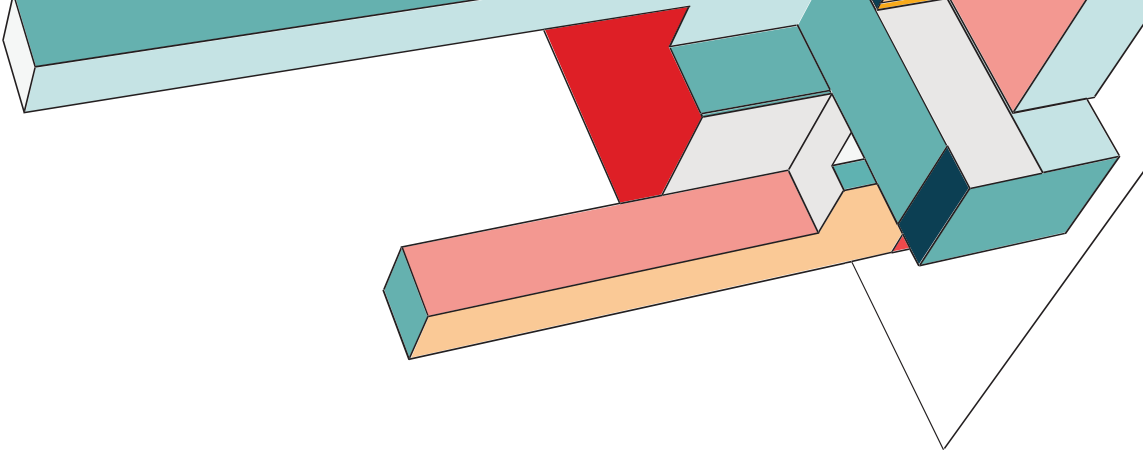
TARGETED URBAN AREA PROPERTY TAX EXEMPTION

Pasco City Council
Monday, April 22

Prepared by Stephen McFadden
Port of Pasco, Director
of Economic Development

AGENDA

- Introduction
- The Value of State Incentives for Economic Development
- Chapter 84.25 RCW (2021 amendment)
- Program Overview
- City of Richland's Approach



INTRODUCTION

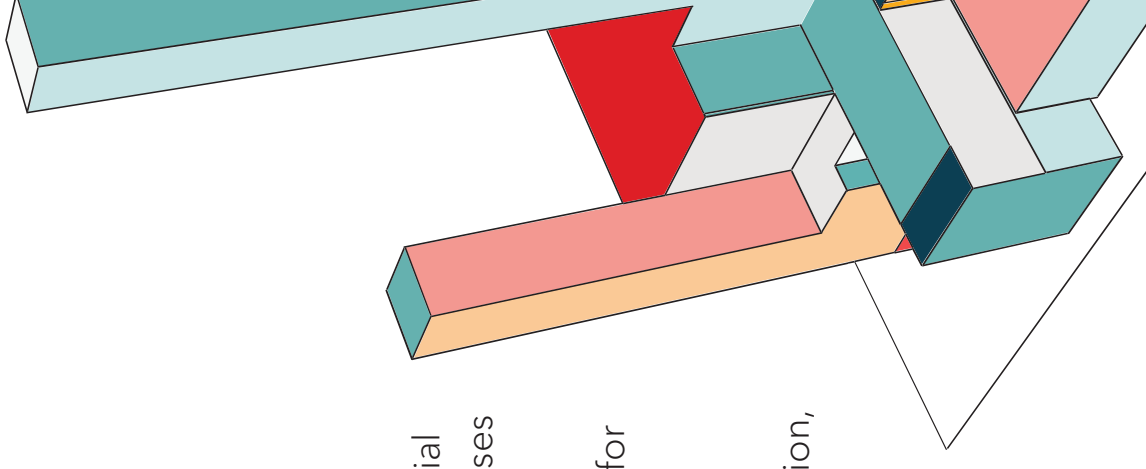
Chapter 84.25 RCW Targeted Urban Areas Exemption was amended in 2021 by the Washington State Legislature, becoming effective on July 1, 2022.

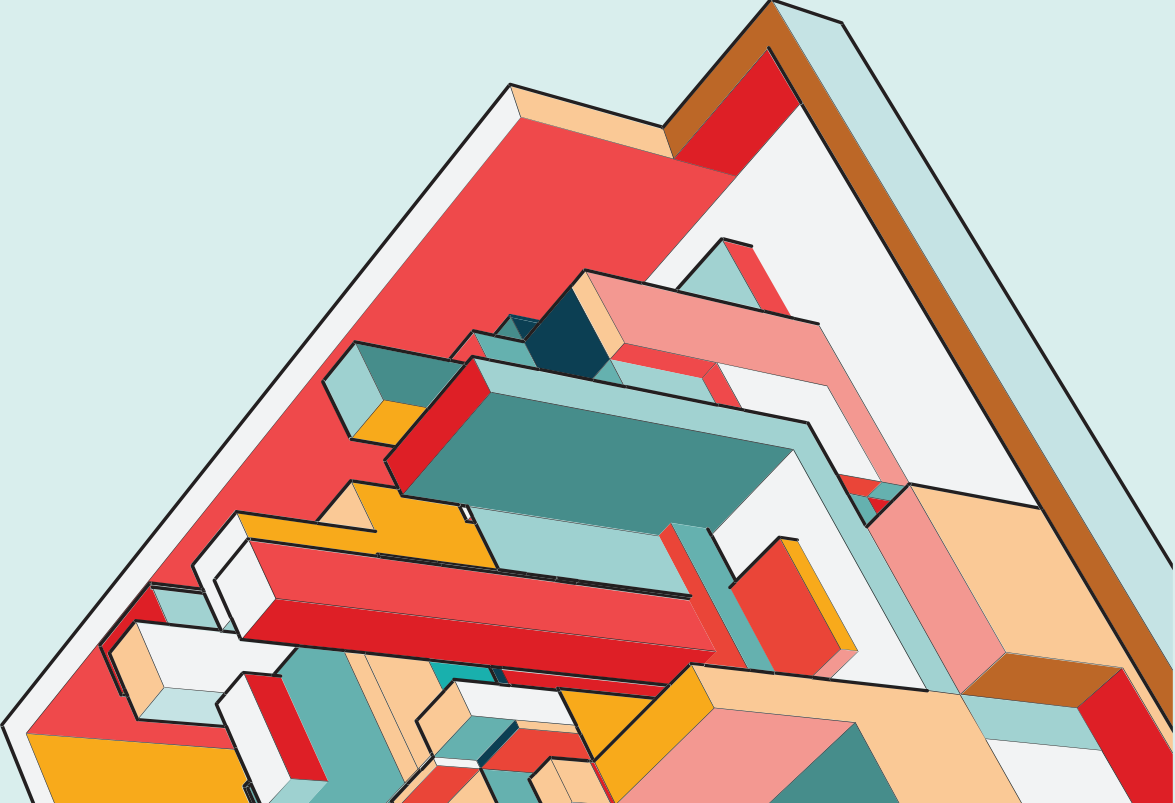
Purpose: "It is the purpose of this chapter to encourage new manufacturing and industrial uses on undeveloped and underutilized lands zoned for industrial and manufacturing uses in Targeted Urban Areas."

The program allows cities and counties to offer certain exemptions from property taxes for the value of the new construction of manufacturing facilities. The exemption does not include the value of the land or non-manufacturing related improvements.

City of Richland was the first in the state to implement the Targeted Urban Area Exemption, with adoption in early 2023.

Benton County followed Richland's lead, adopting the same Targeted Urban Area boundary.





TOP 10 STATES FOR BUSINESS INCENTIVE PROGRAMS

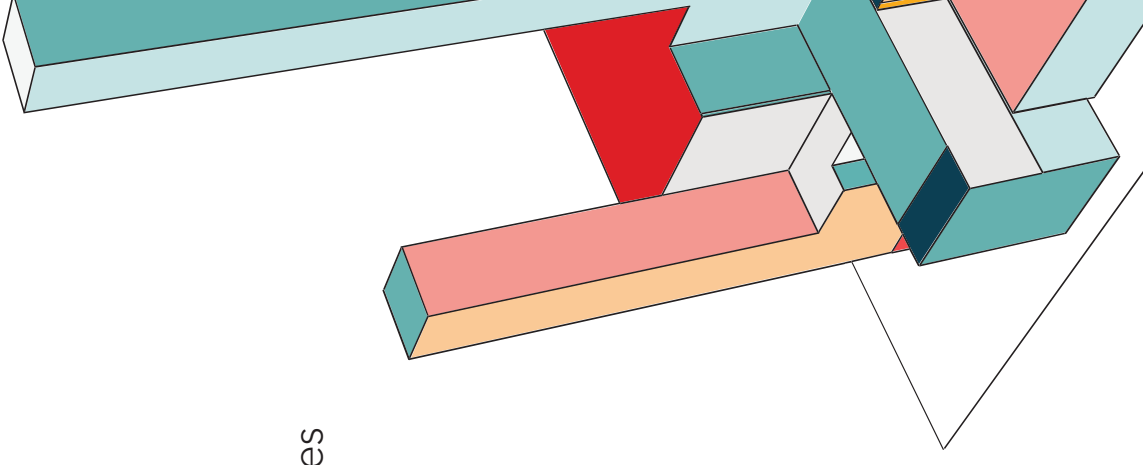
(Washington's Competitors)

- | | |
|-------------------|-------------------|
| 1. Georgia | 6. North Carolina |
| 2. South Carolina | 7. Alabama |
| 3. Ohio | 8. Virginia |
| 4. Indiana | 9. Arkansas |
| 5. Tennessee | 10. Mississippi |

SOURCE: Area Development Magazine's 2023 Top States for Doing Business

WHY WASHINGTON ISN'T ON THE TOP 10 LIST?

- Washington State's Constitution is restrictive when it comes to recruitment, retention and expansion incentives for manufacturers.
- Good News: The Legislature has taken some action that establishes incentives
 - Food Processing
 - B&O Tax deductions & some exemptions
 - General Manufacturing
 - Sales and Use Tax exemptions
 - Renewable Energy
 - Sales & Use Tax exemptions
 - Reduced B&O Tax rates
- Governor's Strategic Reserve Fund – Cash incentive typically \$100,000 to \$350,000 for large job creation projects considering other states.
- TUA – the newest legislative effort – is a potential game changer.

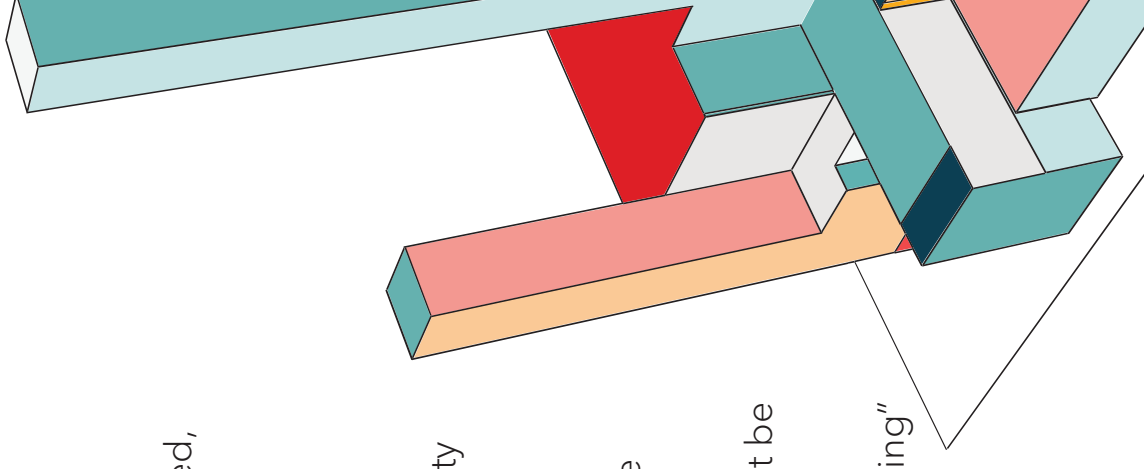


84.25 RCW: TARGET URBAN AREA PROPERTY TAX EXEMPTION LEVELS THE PLAYING FIELD

- The law allows cities to establish a Targeted Urban Area that encompasses its undeveloped, industrial-zoned lands. Counties can also opt to adopt TUA. Idaho has offered a similar incentive for several years.

Companies, to qualify, must meet the following criteria:

- “Certify” it wouldn’t build in Washington state (Pasco) but for the availability of the property tax exemption.
- “Certify” the project will create a minimum of 25 new Family Living Wage Jobs with an average wage of \$23/hour or more, working 2,080 hours per year on site, with health care benefits.
- Construct a minimum of 10,000 square feet of manufacturing improvements. Project must be a new building, not an addition.
- Minimum improvement value is \$800,000 for uses categorized as “division D: Manufacturing” or “division E: Transportation” by the United States Department of Labor.

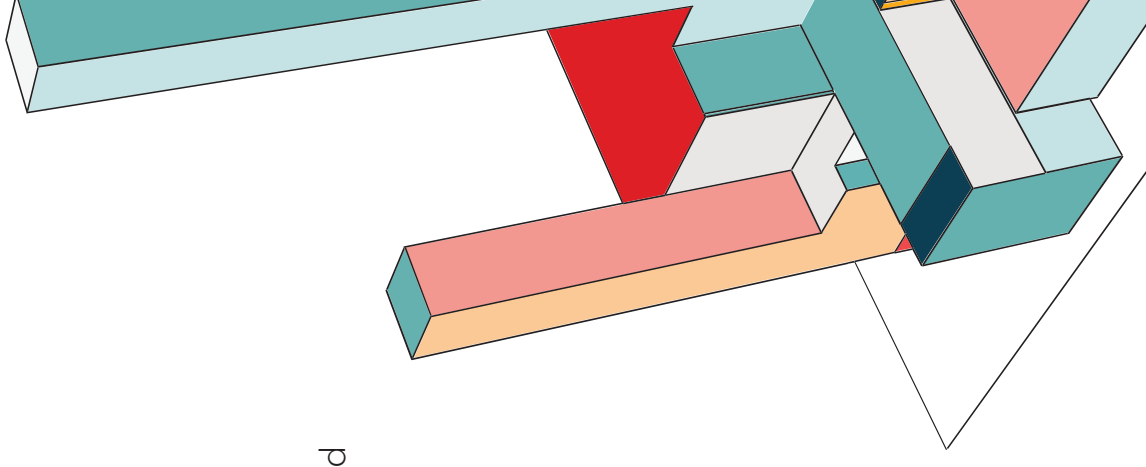


BENEFIT TO MANUFACTURERS

- The value of the new construction of manufacturing facilities is exempt from property taxation.
- The value is exempt for 10 successive years.
- The exemption does not include value of the land or non-industrial/manufacturing related improvements (administrative offices).
- The exemption does not apply to county property taxes unless the county adopts a resolution to allow it.

BENEFIT TO COMMUNITIES

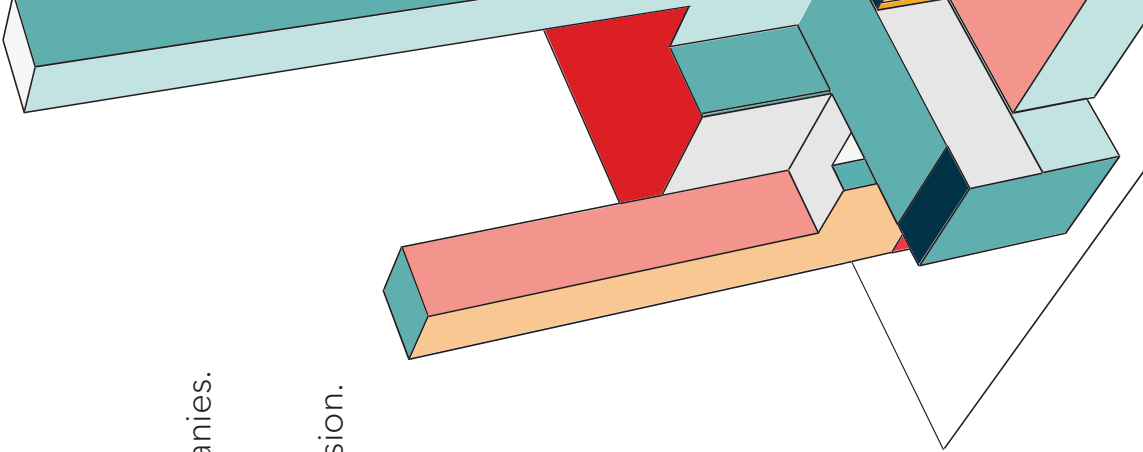
- New Family Living Wage jobs \$23/hour or more
- Significant private investment
- Construction sales tax revenue
- Future increased property tax revenue
- No loss of existing revenues



CITY OF RICHLAND EXAMPLE:

- This slide demonstrates Richland’s success in attracting both expansion projects and new companies.
- The 10-year Tax Exemption column is an **estimate**.
- Projects apply for the exemption, which must be approved by the city council or county commission.

TUA Project Tracking	Application Date	Project Value	Bldg. Sq. Footage	No. of New Jobs	10-year Exemption Estimate
ATI (expansion)	Oct. 2023	\$111,095,000	49,000	93	\$2,244,119
Framatome Phase 1	Feb. 2024	\$39,000,000	13,459	20	\$694,200
Framatome Phase 2	Feb. 2024	\$335,000,000	189,000	200	\$5,963,000
Atlas Agro	April 2024	\$1,100,000,00	518,864	158	\$19,580,000
Cenate	Pending			258	\$0
	TOTALS	\$1,585,095,000	770,323	729	\$28,481,319



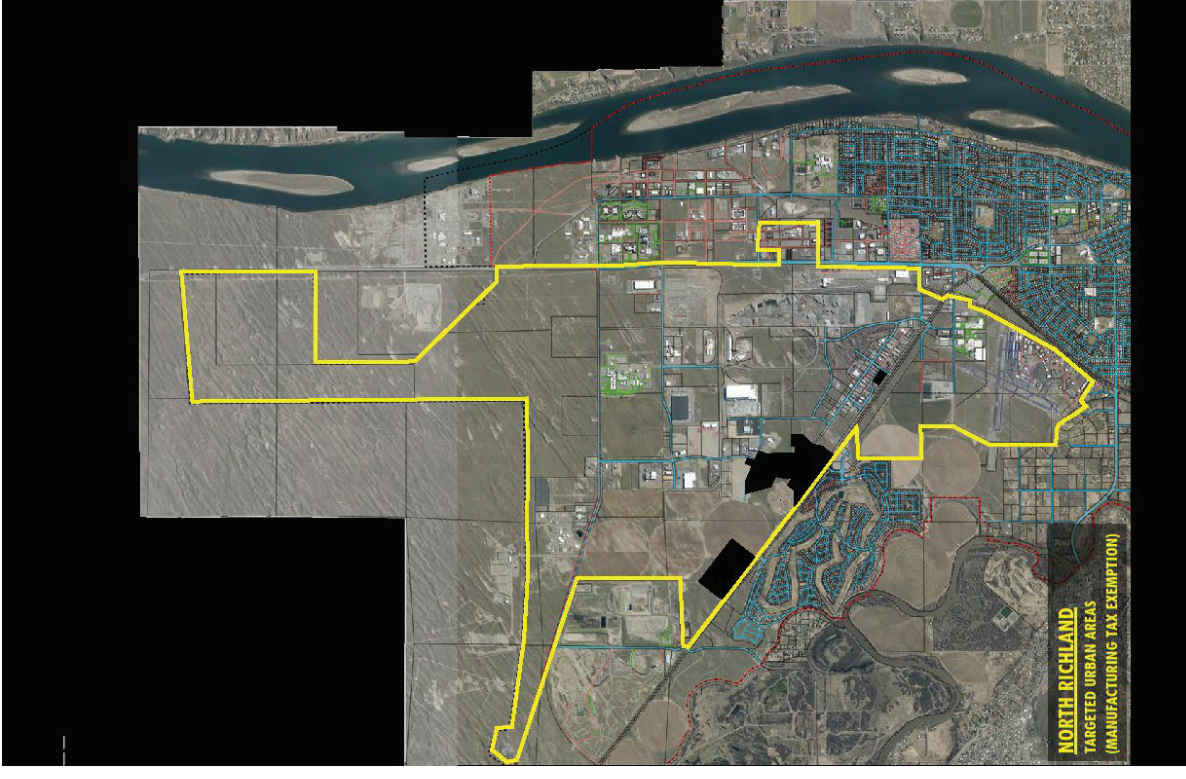
HORN RAPIDS TRIANGLE TARGETED URBAN AREA

Richland's boundary map captures most of its available industrial land, which is substantial.

Pasco could elect to follow suit, identifying a TUA including Big Pasco Industrial Center, Tri-Cities Airport, PSC, and undeveloped land currently zoned industrial.

Supporting Materials:

- Provided is Richland's documents, including:
 - 84.25 RCW, which defines the implementation process.
 - TUA Council Fact Sheet
 - Richland Application
 - 1-Page Marketing Fact Sheet
 - TUA application process and timeline



QUESTIONS?

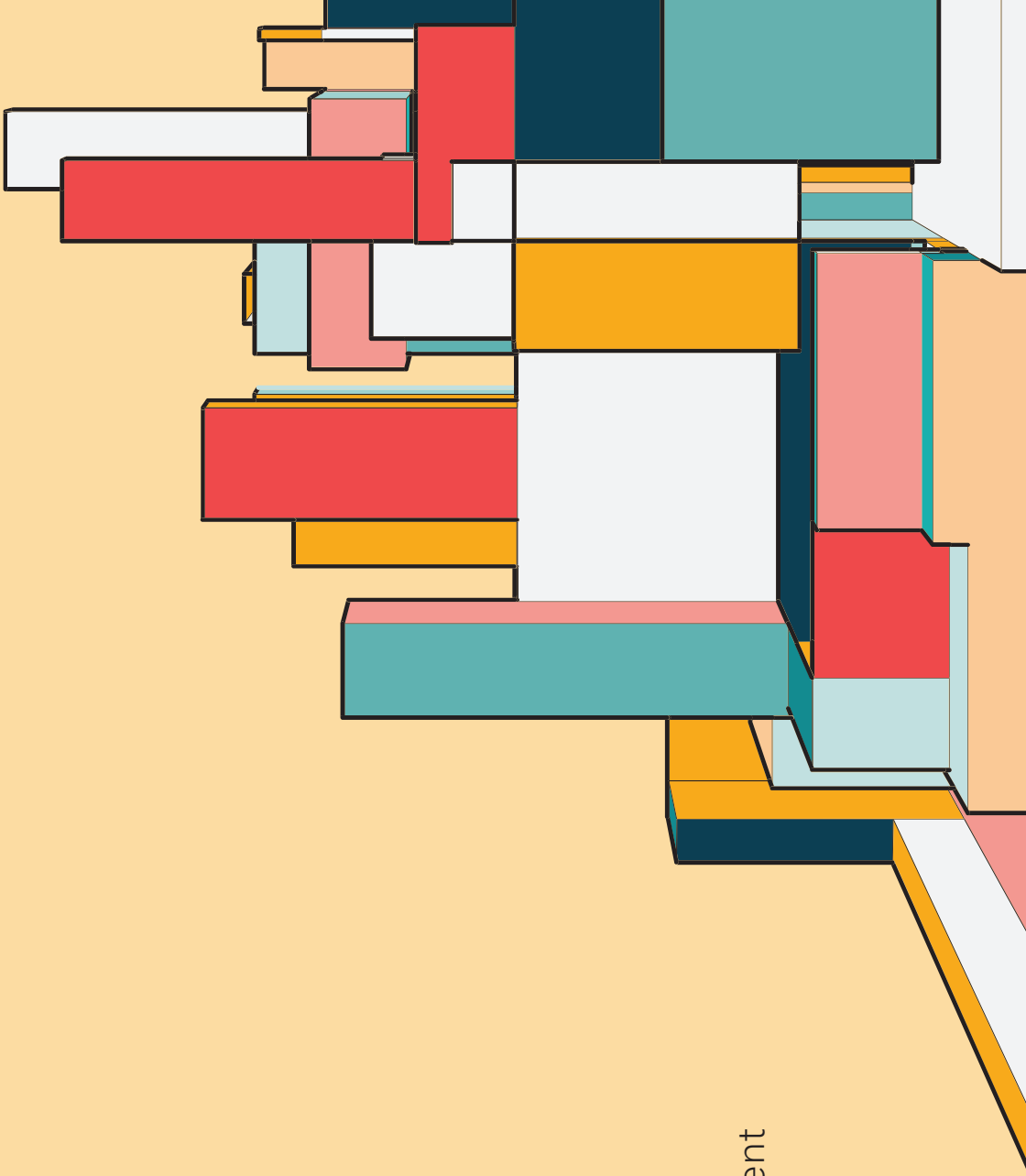
THANK YOU

Stephen McFadden

Port of Pasco

Director of Economic Development

smcfadden@portofpasco.org





COUNCIL AGENDA ITEM COVERSHEET

Council Date: 1/2/2024

Agenda Category: Resolutions - Adoption

Strategic Priority 2 - Financial Sustainability

Strategic Priority 3 - Focused Development

Subject:

Resolution No. 2024-04, Approving a Targeted Urban Area Application Submitted by Framatome for Phase One

Department/Office
Development Services

Ordinance/Resolution Number:
2024-04

Document Type:
Resolution

Recommended Motion:

Adopt Resolution No. 2024-04, accepting Framatome's Phase I TUA application and authorizing the City Manager to sign and execute a 10-year property tax abatement agreement with Framatome for Richland's portion of property tax in a form consistent with Chapter 84.25 RCW and approved by the City Attorney and City Manager.

Summary:

On January 17, 2023, Richland City Council adopted Resolution No. 2023-10 to create a Targeted Urban Area (TUA) in the City of Richland. The TUA, located in north Richland, is a zone where the City may offer 10-year property tax abatement to certain new industrial projects that create living wage jobs as defined by the State of Washington. The TUA program is authorized by Chapter 84.25 RCW.

A property tax exemption is available to businesses located within the designated area operating specific Manufacturing/Industrial uses as identified in the Standard Industrial Class (SIC) List D (manufacturing) or E (transportation). These codes are determined by the Interdepartmental Committee on Industrial Statistics of the Central Statistical Board of the United States. The exemption applies to building improvements made on undeveloped or underdeveloped property with a minimum improvement valuation of \$800,000 that will create at least 25 living wage jobs. The exemption does not apply to land value or pre-existing improvements.

Framatome's Richland operation is an existing nuclear fuel manufacturing facility that produces uranium dioxide (UO₂) powder, pellets, fuel rods and fuel assemblies. Framatome is proposing a Phase I project at its Richland site located at 2455 Horn Rapids Road to repurpose an existing building on its 155-acre property for the manufacturing of nuclear fuel for advanced reactors. The project will add 15,852 square feet of improvements. Phase I of the project will create 20 new jobs, and an additional 200 jobs in Phase 2, that will meet or exceed the State's living wage definition. The project is valued at \$39 million. Framatome's Phase I expansion supports the City's plans to attract advanced manufacturing to north Richland.

The proposed 10-year property tax exemption on the value of the new improvements provides an attractive incentive for Richland to compete nationally with other cities to attract new manufacturing and industrial jobs to the area.

Staff recommends adoption of Resolution No. 2024-04.

Fiscal Impact: The estimated impact of the Phase I project over the ten (10) year exemption period is \$700,000 in waived property tax revenue. This number is based on 2024 levy rates.

Attachments:

1. Resolution No. 2024-04
2. Parcel ID and Site Map - Framatome (Phase I)

RESOLUTION NO. 2024-04

**A RESOLUTION OF THE CITY OF RICHLAND, WASHINGTON,
APPROVING AN APPLICATION FROM FRAMATOME FOR
PROPERTY TAX EXEMPTION UNDER THE CITY'S TARGETED
URBAN AREA EXEMPTION PROGRAM FOR PHASE 1 OF
FRAMATOME'S PROJECT.**

WHEREAS, the City of Richland encourages construction of new industrial/manufacturing facilities on undeveloped or underutilized land in the City that will provide family-wage job growth; and

WHEREAS, the City has, pursuant to the authority granted by Chapter 84.25 RCW, adopted a Targeted Urban Area (TUA) for undeveloped or underutilized industrial lands in the Horn Rapids Industrial Park; and

WHEREAS, on January 17, 2023, by the adoption of Resolution No. 2023-10, Richland City Council authorized a program whereby industrial property owners may qualify for a Certificate of Property Tax Exemption for Industrial Manufacturing Uses, certifying to the Benton County Assessor and Benton County Treasurer that the applicant is eligible to receive a property tax exemption for new industrial facilities constructed on undeveloped lands; and

WHEREAS, Framatome has applied for a property tax exemption for the value of its Phase 1 construction of a new industrial manufacturing facility on their property located at 2101 Horn Rapids Road within Richland's TUA; and

WHEREAS, on November 7, 2023, Framatome submitted to the City a completed application for the TUA property tax exemption, outlining the development of new industrial facilities including size and cost, and the intended number of new positions created that will be paid a minimum living wage of \$23 per hour as a result of the construction of the new industrial facilities; and

WHEREAS, the new improvements to the industrial facilities on Framatome's property satisfy the requirements for a TUA Property Tax Exemption Certificate; and

WHEREAS, pursuant to Chapter 84.25 RCW, the City has 90 days, or until February 25, 2024, to present Framatome with a Certificate of Tax Exemption Agreement and issue a TUA Property Tax Exemption Certificate.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richland that the Property Tax Exemption Application for Industrial Manufacturing Uses submitted by Framatome for Phase 1 of their project, attached hereto as **Exhibit A**, is hereby approved.

BE IT FURTHER RESOLVED that the City Manager is authorized to sign and execute a Certificate of Tax Exemption Agreement with Framatome for Phase 1 of their project, consistent with

the requirements of Chapter 84.25 RCW, granting a 10-year property tax abatement for Richland's portion of property tax.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

ADOPTED by the City Council of the City of Richland, Washington, at a regular meeting on the 2nd day of January, 2024.

Mayor

Attest:

Approved as to Form:

Jennifer Rogers, City Clerk

Heather Kintzley, City Attorney



PROPERTY TAX EXEMPTION APPLICATION FOR INDUSTRIAL/MANUFACTURING USES (CHAPTER 84.25 RCW)

ALL SECTIONS MUST BE COMPLETED

EXHIBIT A

FOR AGENCY USE		Date:	Application #	FEE: \$500	Credit Card #
EDR	TR	A	11-27-2023	TUA10-11212023	*****
				Exp. Date 11/26	CVV 928
PROPERTY INFORMATION					
Project Name		Project Eagle Phase I			
Ownership Company		Framatome			
Site Address		2101 Horn Rapids Road		Tax Parcel ID Number	11508300000100
MAIN CONTACT					
Applicant Name		Thomas Galioto			
Address		2101 Horn Rapids Road			
City, State, Zip		Richland, WA, 99354			
Work Phone		509-375-8699		Mobile Phone	509-531-4456
Email		tom.galioto@framatome.com			
PROJECT INFORMATION					
Standard Industrial Class (SIC)		SIC – D: Manufacturing #		SIC – E: Transportation #	
Division D: Manufacturing		2819			
Project Description (Attach additional pages, if needed)		see attached			
Project Cost \$ 39,000,000		Industrial/Manufacturing Uses Only \$ 39,000,000		Total Building Costs \$ 39,000,000	
Square Footage of Existing Building 15,852		Proposed Exemption Square Footage (new buildings only) 13,459		Total Building Square Footage (upon completion) 15,852	

EMPLOYEE INFORMATION

- Will the business offer healthcare benefits? ☒ Yes ☐ No
- How many permanent, full-time (2,080 hours/year) positions will be created? 20
- How many of the new positions created will be paid a minimum living wage of \$23/hour or more? 100%
- Will the business compensate workers at prevailing wage rates? ☐ Yes ☒ No
- Will the business procure from/ contract with women-owned, minority-owned, or veteran-owned businesses? ☒ Yes ☐ No
- Will the business procure from/contract with entities with a history of federal and state wage and hour law and regulation compliance? ☒ Yes ☐ No
- Will the business use apprenticeships from state-regulated apprenticeship programs? ☒ Yes ☐ No
- Will the business provide for preferred entry for workers living in the area where the project is constructed? ☒ Yes ☐ No
- Will the business maintain certain labor standards for workers employed primarily at the facility after construction is complete, including production, maintenance, and operational employees? ☒ Yes ☐ No
- Is the subject parcel located within the boundary of the City's established Targeted Urban Area? ☒ Yes ☐ No

EXEMPTION CERTIFICATIONS	
☒	I understand the potential tax liability involved when the property ceases to be eligible for the incentive provided under Chapter 84.25 RCW.
☒	The project meets the industrial/manufacturing requirements described in Chapter 84.25 RCW.
☒	There are no existing building improvements on the portion of the property targeted for the tax exemption.
☒	I understand that the new construction of industrial/manufacturing facilities must meet all of the City of Richland's construction and development regulations.
☒	I understand that this waiver pertains only to the City's portion of property taxes related to the building improvements. The improved valuation of the land and the taxing authority of other jurisdictions is not a part of this tax incentive program.
☒	I understand that I will be required to enter into and abide by an agreement with the City of Richland to implement the program requirements of Chapter 84.25 RCW.
☒	I understand that construction of the industrial/manufacturing facility must be completed in three (3) years from the date the application is approved.
☒	I understand that the value of new construction of industrial/manufacturing facilities is exempt under RCW 84.25 for ten (10) consecutive years beginning January 1st of the year immediately following the calendar year of issuance of a certificate of tax exemption. I further understand there are no extensions of this 10-year timeframe.
☒	I understand that the City of Richland's decision regarding the tax exemption is final.
☒	I understand that the City will require certification of project completion.
☒	I understand the requirement to annually report, for the duration of the exemption, the number of jobs created.
☒	I certify that this project would not have been built in Richland but for the availability of the tax exemption.

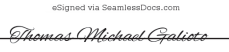
ACKNOWLEDGEMENT

My signature below certifies that I am the property owner or legal agent of the property owner with lawful authority to submit this application. My acknowledgment of the Exemption Certifications above indicates my understanding thereof.

I declare under penalty of perjury under the law of the state of Washington that the foregoing is true and correct.

Signed this 21st day of November, 2023 in Richland, WA
(city) (state)

Printed Name: Thomas Michael Galimoto

Signature: 
eSigned via SeamllessDocs.com
Key: 918a6c15-408f-4119-8a93-105d7726d351

If your application is approved, the City will issue a conditional certificate of acceptance of the tax exemption within ninety (90) days after receipt of the application. The certificate will contain a statement by a duly authorized administrative official of the City of Richland that the property has complied with the requirements of Chapter 84.25 RCW.

Denied applications may be appealed to the Richland City Council within thirty (30) days of the denial. The appeal must be based on the existing record. The applicant bears the burden to prove that the City's decision was not supported by substantial evidence. The Richland City Council's decision on appeal is final.

CERTIFICATION OF ENROLLMENT

ENGROSSED HOUSE BILL 1386

Chapter 218, Laws of 2021

67th Legislature
2021 Regular Session

TARGETED URBAN AREA PROPERTY TAX EXEMPTION—MODIFICATION

EFFECTIVE DATE: July 25, 2021

Passed by the House March 2, 2021
Yeas 97 Nays 0

LAURIE JINKINS

**Speaker of the House of
Representatives**

Passed by the Senate April 21, 2021
Yeas 47 Nays 2

DENNY HECK

President of the Senate

Approved May 10, 2021 3:14 PM

JAY INSLEE

Governor of the State of Washington

CERTIFICATE

I, Bernard Dean, Chief Clerk of the House of Representatives of the State of Washington, do hereby certify that the attached is **ENGROSSED HOUSE BILL 1386** as passed by the House of Representatives and the Senate on the dates hereon set forth.

BERNARD DEAN

Chief Clerk

FILED

May 10, 2021

**Secretary of State
State of Washington**

ENGROSSED HOUSE BILL 1386

Passed Legislature - 2021 Regular Session

State of Washington

67th Legislature

2021 Regular Session

By Representatives Wicks, Dolan, Lovick, Sells, Berg, and Hackney

Read first time 01/26/21. Referred to Committee on Finance.

1 AN ACT Relating to modifying the property tax exemption for the
2 value of new construction of industrial/manufacturing facilities in
3 targeted urban areas; and amending RCW 84.25.030, 84.25.040,
4 84.25.050, 84.25.080, 84.25.090, and 84.25.130.

5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

6 **Sec. 1.** RCW 84.25.030 and 2015 1st sp.s. c 9 s 3 are each
7 amended to read as follows:

8 The definitions in this section apply throughout this chapter
9 unless the context clearly requires otherwise.

10 (1) "City" means any city (~~((that: (a) Has a population of at~~
11 ~~least eighteen thousand; and (b) is north or east of the largest city~~
12 ~~in the county in which the city is located and such county has a~~
13 ~~population of at least seven hundred thousand, but less than eight~~
14 ~~hundred thousand))~~ or town.

15 (2) "Family living wage job" means a job that offers health care
16 benefits with a wage that is sufficient for raising a family. A
17 family living wage job must have an average wage of ~~((eighteen~~
18 ~~dollars))~~ \$23 an hour or more, working ~~((two thousand eighty))~~ 2,080
19 hours per year on the subject site, as adjusted annually for
20 inflation by the consumer price index. The family living wage may be

increased by the local authority based on regional factors and wage conditions.

(3) "Governing authority" means the local legislative authority of a city or county having jurisdiction over the property for which an exemption may be applied for under this chapter.

(4) "Growth management act" means chapter 36.70A RCW.

(5) "Industrial/manufacturing facilities" means building improvements that are (~~ten thousand~~) 10,000 square feet or larger, representing a minimum improvement valuation of (~~eight hundred thousand dollars~~) \$800,000 for uses categorized as "division D: manufacturing" or "division E: transportation (major groups 40-42, 45, or 47-48)" by the United States department of labor in the occupation safety and health administration's standard industrial classification manual, provided, a city may limit the tax exemption to manufacturing uses.

(6) "Lands zoned for industrial and manufacturing uses" means lands in a city zoned as of December 31, 2014, for an industrial or manufacturing use consistent with the city's comprehensive plan where the lands are designated for industry.

(7) "Owner" means the property owner of record.

(8) "Targeted area" means an area of undeveloped lands zoned for industrial and manufacturing uses in the city that is located within or contiguous to an innovation partnership zone, foreign trade zone, or EB-5 regional center, and designated for possible exemption under the provisions of this chapter.

(9) "Undeveloped or underutilized" means that there are no existing building improvements on the (~~property or~~) portions of the property targeted for new or expanded industrial or manufacturing uses.

Sec. 2. RCW 84.25.040 and 2015 1st sp.s. c 9 s 4 are each amended to read as follows:

(1)(a) The value of new construction of industrial/manufacturing facilities qualifying under this chapter is exempt from property taxation under this title, as provided in this section. The value of new construction of industrial/manufacturing facilities is exempt from taxation for properties for which an application for a certificate of tax exemption is submitted under this chapter before December 31, (~~2022~~) 2030. The value is exempt under this section for (~~ten~~) 10 successive years beginning January 1st of the year

1 immediately following the calendar year of issuance of the
2 certificate.

3 (b) The exemption provided in this section does not include the
4 value of land or nonindustrial/manufacturing-related improvements not
5 qualifying under this chapter.

6 (2) The exemption provided in this section is in addition to any
7 other exemptions, deferrals, credits, grants, or other tax incentives
8 provided by law.

9 (3) This chapter does not apply to state levies or increases in
10 assessed valuation made by the assessor on nonqualifying portions of
11 buildings and value of land nor to increases made by lawful order of
12 a county board of equalization, the department of revenue, or a
13 county, to a class of property throughout the county or specific area
14 of the county to achieve the uniformity of assessment or appraisal
15 required by law.

16 (4) This exemption does not apply to any county property taxes
17 unless the governing body of the county adopts a resolution and
18 notifies the governing authority of its intent to allow the property
19 to be exempted from county property taxes.

20 (5) At the conclusion of the exemption period, the new
21 industrial/manufacturing facilities cost must be considered as new
22 construction for the purposes of chapter 84.55 RCW.

23 **Sec. 3.** RCW 84.25.050 and 2015 1st sp.s. c 9 s 5 are each
24 amended to read as follows:

25 An owner of property making application under this chapter must
26 meet the following requirements:

27 (1) The new construction of industrial/manufacturing facilities
28 must be located on land zoned for industrial and manufacturing uses,
29 undeveloped or underutilized, and as provided in RCW 84.25.060,
30 designated by the city as a targeted area;

31 (2) The new construction of industrial/manufacturing facilities
32 must meet all construction and development regulations of the city;

33 (3) The new construction of industrial/manufacturing facilities
34 must be completed within three years from the date of approval of the
35 application; and

36 (4) The applicant must enter into a contract with the city
37 approved by the city governing authority(~~(, or an administrative~~
38 ~~official or commission authorized by the governing authority,))~~ under
39 which the applicant has agreed to the implementation of the

development on terms and conditions satisfactory to the governing authority.

Sec. 4. RCW 84.25.080 and 2015 1st sp.s. c 9 s 8 are each amended to read as follows:

(1) The ~~((duly authorized administrative official or committee of the))~~ city governing authority may approve the application if it finds that:

((+1)) (a) A minimum of ~~((twenty-five))~~ 25 new family living wage jobs will be created on the subject site as a result of new construction of ~~((manufacturing/industrial——[industrial/manufacturing]))~~ industrial/manufacturing facilities within one year of building occupancy;

((+2)) (b) The proposed project is, or will be, at the time of completion, in conformance with all local plans and regulations that apply at the time the application is approved; and

((+3)) (c) The criteria of this chapter have been satisfied.

(2) Priority must be given to applications that meet the following labor specifications during the new construction and ongoing business of industrial/manufacturing facilities:

(a) Compensate workers at prevailing wage rates as determined by the department of labor and industries;

(b) Procure from, and contract with, women-owned, minority-owned, or veteran-owned businesses;

(c) Procure from, and contract with, entities that have a history of complying with federal and state wage and hour laws and regulations;

(d) Include apprenticeship utilization from state-registered apprenticeship programs;

(e) Provide for preferred entry for workers living in the area where the project is being constructed; and

(f) Maintain certain labor standards for workers employed primarily at the facility after construction, including production, maintenance, and operational employees.

Sec. 5. RCW 84.25.090 and 2015 1st sp.s. c 9 s 9 are each amended to read as follows:

(1) The city governing authority ~~((or its authorized representative))~~ must approve or deny an application filed under this chapter within ninety days after receipt of the application.

1 (2) If the application is approved, the city must issue the owner
2 of the property a conditional certificate of acceptance of tax
3 exemption. The certificate must contain a statement by a duly
4 authorized administrative official of the governing authority that
5 the property has complied with the required criteria of this chapter.

6 (3) If the application is denied by the city, the city must state
7 in writing the reasons for denial and send the notice to the
8 applicant at the applicant's last known address within ten days of
9 the denial.

10 (4) Upon denial by the city, an applicant may appeal the denial
11 to the city's governing authority within thirty days after receipt of
12 the denial. The appeal before the city's governing authority must be
13 based upon the record made before the city with the burden of proof
14 on the applicant to show that there was no substantial evidence to
15 support the city's decision. The decision of the city in denying or
16 approving the application is final.

17 **Sec. 6.** RCW 84.25.130 and 2015 1st sp.s. c 9 s 13 are each
18 amended to read as follows:

19 (1) If the value of improvements have been exempted under this
20 chapter, the improvements continue to be exempted for the applicable
21 period under this chapter so long as they are not converted to
22 another use and continue to satisfy all applicable conditions
23 including, but not limited to, zoning, land use, building, and
24 family-wage job creation.

25 (2) If an owner voluntarily opts to discontinue compliance with
26 the requirements of this chapter, the owner must notify the assessor
27 within (~~sixty~~) 60 days of the change in use or intended
28 discontinuance.

29 (3) If, after a certificate of tax exemption has been filed with
30 the county assessor, the city discovers that a portion of the
31 property is changed or will be changed to disqualify the owner for
32 exemption eligibility under this chapter, the tax exemption must be
33 canceled and the following occurs:

34 (a) Additional real property tax must be imposed on the value of
35 the nonqualifying improvements in the amount that would be imposed if
36 an exemption had not been available under this chapter, plus a
37 penalty equal to (~~twenty~~) 20 percent of the additional value. This
38 additional tax is calculated based upon the difference between the
39 property tax paid and the property tax that would have been paid if

1 it had included the value of the nonqualifying improvements dated
2 back to the date that the improvements were converted to a
3 nonqualifying use;

4 (b) The tax must include interest upon the amounts of the
5 additional tax at the same statutory rate charged on delinquent
6 property taxes from the dates on which the additional tax could have
7 been paid without penalty if the improvements had been assessed at a
8 value without regard to this chapter; and

9 (c) The additional tax owed together with interest and penalty
10 becomes a lien on the property and attaches at the time the property
11 or portion of the property is removed from the qualifying use under
12 this chapter or the amenities no longer meet the applicable
13 requirements for exemption under this chapter. A lien under this
14 section has priority to, and must be fully paid and satisfied before,
15 a recognizance, mortgage, judgment, debt, obligation, or
16 responsibility to or with which the property may become charged or
17 liable. The lien may be foreclosed upon expiration of the same period
18 after delinquency and in the same manner provided by law for
19 foreclosure of liens for delinquent real property taxes. An
20 additional tax unpaid on its due date is delinquent. From the date of
21 delinquency until paid, interest must be charged at the same rate
22 applied by law to delinquent property taxes.

23 (4) If, after a certificate of tax exemption has been filed with
24 the county assessor, the city discovers that the facility maintains
25 fewer than 25 family living wage jobs, the owner is considered
26 ineligible for the exemption under this chapter, and the following
27 must occur:

28 (a) The tax exemption must be canceled; and

29 (b) Additional real property tax must be imposed in the amount
30 that would be imposed if an exemption had not been available under
31 this chapter, dated back to the date that the facility last
32 maintained a minimum of 25 family living wage jobs.

33 (5) Upon a determination that a tax exemption is to be terminated
34 for a reason stated in this section, the city's governing authority
35 must notify the record owner of the property as shown by the tax
36 rolls by mail, return receipt requested, of the determination to
37 terminate the exemption. The owner may appeal the determination to
38 the city, within ((thirty)) 30 days by filing a notice of appeal with
39 the city, which notice must specify the factual and legal basis on
40 which the determination of termination is alleged to be erroneous. At

1 an appeal hearing, all affected parties may be heard and all
2 competent evidence received. After the hearing, the deciding body or
3 officer must either affirm, modify, or repeal the decision of
4 termination of exemption based on the evidence received. An aggrieved
5 party may appeal the decision of the deciding body or officer to the
6 superior court as provided in RCW 34.05.510 through 34.05.598.

7 ~~((5))~~ (6) Upon determination by the city to terminate an
8 exemption, the county officials having possession of the assessment
9 and tax rolls must correct the rolls in the manner provided for
10 omitted property under RCW 84.40.080. The county assessor must make
11 such a valuation of the property and improvements as is necessary to
12 permit the correction of the rolls. The value of the new industrial/
13 manufacturing facilities added to the rolls is considered new
14 construction for the purposes of chapter 84.40 RCW. The owner may
15 appeal the valuation to the county board of equalization as provided
16 in chapter 84.40 RCW. If there has been a failure to comply with this
17 chapter, the property must be listed as an omitted assessment for
18 assessment years beginning January 1st of the calendar year in which
19 the noncompliance first occurred, but the listing as an omitted
20 assessment may not be for a period more than three calendar years
21 preceding the year in which the failure to comply was discovered.

Passed by the House March 2, 2021.

Passed by the Senate April 21, 2021.

Approved by the Governor May 10, 2021.

Filed in Office of Secretary of State May 10, 2021.

--- END ---

City of College Place, Washington
ORDINANCE NO. 24-005

**AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE,
WASHINGTON TO CREATE CHAPTER 3.48 INDUSTRIAL/MANUFACTURING
PROPERTY TAX EXEMPTION TO THE COLLEGE PLACE MUNICIPAL CODE**

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, State of Washington municipalities struggle to attract family wage manufacturing industrial projects due to the lack of economic development incentives; and

Whereas, Engrossed House Bill 1386 was adopted by the State Legislature in 2021 and signed by Governor Inslee which authorized changes to RCW 84.25 which allows all municipalities to offer an Industrial Manufacturing Property Tax Incentive if multiple criteria are certified by the developer; and

Whereas, the certifications include the project will create a minimum of 25 new family living wage jobs with an average wage of \$23 an hour full-time with healthcare benefits, construct a minimum of 10,000 square feet of manufacturing improvements (new building only), and a minimum improvement value of \$800,000 categorized as division D Manufacturing or division E Transportation by the US Department of Labor; and

Whereas, the College Place Economic Development, Tourism, and Events Commission (EDTEC) unanimously voted to recommend adoption of this ordinance to City Council during its May 6th, 2024 meeting; and

Whereas, this item was introduced to the City Council during its May 14th, 2024 meeting;

Now therefore, the City Council of the City of College Place do hereby Ordain as follows:

Section 1: Creation of Chapter 3.48 Industrial/Manufacturing Property Tax Exemption to the College Place Municipal Code.

Section 2: 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 3: 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 4: Effective Date. This ordinance shall take effect and be in full force five days after its passage and publication as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 28th day of May, 2024.

Norma L. Hernández, Mayor

Attest:

Approved as to form:

Sherri St. Clair, City Clerk

Rea Culwell, City Attorney



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

May 20, 2024

City of College Place
625 S. College Avenue
College Place, WA 99324

Re: Contingent award of the Energy Efficiency and Conservation Block Grant

Dear Norma Hernandez,

Congratulations! The Department of Commerce is conditionally awarding the City of College Place a grant under the Energy Efficiency and Conservation Block Grant program for Strategic energy plan for city buildings. The award amount is \$38,454.00. This award is made from federal funding.

This award letter confirms that the protest and review period has passed and the award is confirmed. It is contingent upon execution of a Grant Agreement with Commerce. Details such as obligations for deliverables, schedules, coordination and reporting will be negotiated. Federal funding has certain non-negotiable requirements.

This award is based on the information provided in your original submitted application submitted 3/30/2024. Any changes must be reviewed and approved by Commerce. Additionally, you agree to follow the contract requirements, the Request for Proposals, and the requirements put in place by Commerce.

By accepting the award, you agree to follow the funding requirements and other provisions of the RFA as enforced by Commerce. We require a counter-signature below by an authorized organization official. Commerce will publicly announce that the apparent grants have been awarded. The City of College Place, including its directors, employees and agents, agree to make no public statements regarding this award until the Grant Agreement is executed, unless Commerce provides prior consent.

Next Steps:

1. Sign and return this letter within 7 days of receipt.
2. Kristen Kalbrener will be your contract manager and will be assisted by other members of the Energy Efficiency & Electrification team. You will be contacted regarding next steps once your signed letter has been received.
3. Contracts will be processed in the order that completed pre-contract information is received. Please contact us with any questions regarding online submission of the intake materials.

If you have any questions, please call Kristen Kalbrener at (360)515-8112 or email us at energyretrofits@commerce.wa.gov.

Commerce looks forward to working with you and your team on this important energy efficiency project.

DocuSigned by:
Emily Salzberg
987EG197DC1347E...
Emily Salzberg
Clean Buildings Managing Director

Accepted on behalf of City of College Place:

Signature: _____

Title: Mayor _____

For Commerce Reference: EECBG-024

Date: _____

Energy Contracts Routing Slip

Reviewed by	I verify that:	Initials
PROGRAM MANAGER and/or SUPERVISOR	- Any and all changes made are within my delegated authority and responsibilities - Fund source reviewed and contract amount approved - If applicable, fund allocation spreadsheet emailed to appropriate staff - Fund obligation discussed, reviewed and memo approved by leadership and appointing authority prior to routing contract or amendment, if applicable	DS KK
CLEAN BUILDINGS CONTRACT & BUDGET REVIEW	- Any and all changes made are within my delegated authority and responsibilities - Fund source, contract terms, scope of work reviewed and approved - Contract terms, scope of work reviewed and approved	DS AM
BUDGET STAFF	- Any and all changes made are within my delegated authority and responsibilities - Reviewed allotment authority and coding - Appropriate award paperwork in place, if applicable - Reviewed contract/amendment entry in CMS	NA
MANAGING DIRECTOR	- Any and all changes made are within my delegated authority and responsibilities - Final review before appointing authority signature	[Signature on document]
ASSISTANT DIRECTOR <i>cc: Energy Admin Lead</i>	Contract, amendment, or memo approved and signed by the Approving Authority	NA

Instructions:

- Use this slip when soliciting any signature from the Energy Assistant Director or Deputy Assistant Director
- Attach this slip to the top of your DocuSign envelope *before* any additional materials
- When routing, only staff implicated in a request need to initial this slip. Inapplicable initial cells may be left empty
- The DocuSign envelope should be *context complete* and all relevant explanatory material attached
- **Questions?** Contact your Unit Admin or the [Energy Admin Lead](#)

Certificate Of Completion

Envelope Id: 0F4BBDB1503547D19CCFA460CB8A5C6E

Status: Sent

Subject: Complete with DocuSign: EECBG Award Letter City of College Place

Division:

Energy

Program: EECBG

ContractNumber: EECBG Award Letter

DocumentType:

Other

Source Envelope:

Document Pages: 2

Signatures: 1

Envelope Originator:

Certificate Pages: 5

Initials: 2

Derek Cockle

AutoNav: Enabled

1011 Plum Street SE

MS 42525

Envelopeld Stamping: Enabled

Olympia, WA 98504-2525

derek.cockle@commerce.wa.gov

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

IP Address: 147.55.149.151

Record Tracking

Status: Original

Holder: Derek Cockle

Location: DocuSign

5/21/2024 12:25:50 PM

derek.cockle@commerce.wa.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Washington State Department of Commerce

Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Kristen Kalbrener		Sent: 5/21/2024 12:29:38 PM
kristen.kalbrener@commerce.wa.gov		Viewed: 5/21/2024 12:34:13 PM
Security Level: Email, Account Authentication (None)		Signed: 5/21/2024 12:34:45 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 198.238.8.187	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Anneka McDonald		Sent: 5/21/2024 12:34:46 PM
anneka.mcdonald@commerce.wa.gov		Viewed: 5/21/2024 1:30:22 PM
Incentive Program Lead		Signed: 5/21/2024 1:30:29 PM
Washington State Department of Commerce	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 198.238.6.129	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Emily Salzberg		Sent: 5/21/2024 1:30:31 PM
emily.salzberg@commerce.wa.gov		Viewed: 5/23/2024 11:32:44 AM
Managing Director		Signed: 5/23/2024 11:32:50 AM
Washington State Department of Commerce	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 147.55.149.220	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
Norma Hernandez nhernandez@cpwa.us Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/23/2024 2:46:58 PM ID: 732f6a2b-318c-4ae0-81e1-4babf55ff872		Sent: 5/23/2024 11:32:52 AM Viewed: 5/23/2024 2:46:58 PM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Michael Rizzitiello MRizzitiello@cpwa.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 10/5/2021 3:01:49 PM ID: 1362fccc-9aee-4ae8-a96f-99d9c653807b		
Kristen Kalbrener kristen.kalbrener@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/21/2024 12:29:38 PM
Certified Delivered	Security Checked	5/23/2024 2:46:58 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Washington State Department of Commerce (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Washington State Department of Commerce:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: docusign@commerce.wa.gov

To advise Washington State Department of Commerce of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@commerce.wa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Washington State Department of Commerce

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Washington State Department of Commerce

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.



Request for Proposals (RFP) – Notice to Energy Service Companies (ESCO's)

The City of College Place is requesting proposals for ESCO services to identify, finance, design, install, commission, verify, and monitor energy and utility conservation and renewable energy measures throughout their respective city buildings and energy-using systems.

City of College Place is evaluating facility improvement measures, energy conservation strategies, and renewable energy solutions that align with the City's Comprehensive Plan. ESCOs will be expected to provide input and design engineering review to the City's energy plan, energy management and conservation process, and assist with capital planning, maintenance, and operations recommendations. ESCOs must be a licensed Washington State contractor and approved ESCO in the State of Washington at the time of submittal, and must employ design engineers licensed in the State of Washington as well as commissioning technicians as part of their proposed ESCO project team.

Companies interested in providing these services are invited to submit responses not exceeding 15 pages, printed either single or doubled sided. Responses should at a minimum include the following; use this numbering system for formatting submittal materials:

Cover Letter and Introduction, Executive Summary, if applicable

1. History of the firm and financial stability
2. Resumes of key personnel, and their locations, who will actually be involved in the project including any past work experience with local cities and counties.
3. Experience as an ESCO – Provide a short summary of range of services and past experiences, list details regarding past projects performed and services provided.
4. Standard Budget Format to include the following:
 - a. Overhead Markup
 - b. Profit Markup
 - c. Design Fees
 - d. Construction Administration Fees
 - e. Construction Bond Fees
 - f. Owner Contingency as a part of project
5. Past Project History for city and county projects in the State of Washington. Please list a minimum of ten (10) projects that have been successfully completed with references.
6. Provide a Statement of Service Capabilities to assist the district in long term Maintenance and Operations of facilities, following the installation of the agreed-upon facility improvement measures.

The selection committee will select a firm from the information provided and generated under this announcement. We also reserve the right to request that responding firms interview with the selection committee, if required. The City reserves the right to waive minor irregularities and to reject any or all

proposals. ESCOs will be considered for selection based upon their proven ability to identify, design, finance, install, commission, and monitor the operation/maintenance of energy and utility conservation measures.

Please submit in a sealed envelope (1) original and (5) copies of your proposal by **5:00 p.m. on Wednesday, September 5th, 2018**. Send the response to City of College Place, 625 South College Ave, College Place, WA, 99324 (509) 529-1200 to the attention of the "ESCO Selection Committee". Clarifications should be submitted in writing to: Mr. Paul Hartwig, Public Works Director.

This announcement is published in compliance with RCW 39.35

City of College Place, Washington
RESOLUTION NO. 24-040

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING ACCEPTANCE OF GRANT AGREEMENT & AUTHORIZING MAYOR TO SIGN ENERGY
EFFICIENCY AND CONSERVATION BLOCK GRANT FOR CITY FACILITIES OF \$38,454**

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, a block grant program for energy efficiency projects was created by the Federal government through the Inflation Reduction Bill; and

Whereas, for jurisdictions who are not direct recipients of Community Development Block Grant dollars the State put together a competitive program to pursue such funding through the State as a subgrantee, and

Whereas, the City submitted a grant application to cover a energy blueprint (ESCO analysis) of the Fire Station, exterior municipal complex parking lot lights, exterior lighting at the public works yard, and Kiwanis Park pickleball/basketball court lighting, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

1. Accept and authorize Mayor to sign Energy Efficiency and Conservation Block Grant of \$38,454 to cover energy blueprint (ESCO) analysis of fire station, municipal campus parking lot, exterior lighting at public works yard, and Kiwanis Park pickleball/basketball court lighting.

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 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



Agreement WQC-2024-CoPIED-00193

WATER QUALITY COMBINED FINANCIAL ASSISTANCE AGREEMENT

BETWEEN THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

City of College Place

This is a binding Agreement entered into by and between the State of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY" and the City of College Place, hereinafter referred to as the "RECIPIENT" to carry out with the provided funds, the activities described herein.

GENERAL INFORMATION

Project Title:	Lions Park Storm Outfall
Total Cost:	\$ 158,000
Total Eligible Cost:	\$ 158,000
Ecology Share:	\$ 150,100
Recipient Share:	\$ 7,900
The Effective Date of this Agreement is:	7/1/2023
The Expiration Date of this Agreement is no later than:	3/31/2027
Project Type:	Stormwater Facility (Design / Construct)

Project Short Description: (500-character limit, includes spaces)

This project will improve water quality in Garrison Creek, a tributary of the Walla Walla River, through installation of runoff treatment best management practices (BMPs) in SE College Place. This project will provide treatment for total suspended solids (TSS).

Project Long Description: (4,000-character limit, includes spaces)

The RECIPIENT's 2020 Stormwater Master Plan identified over 50 outfalls that discharge untreated stormwater into surface waters in College Place. The RECIPIENT has initiated a prioritized Capital Improvement Plan (CIP) to address each of these outfalls over the next several years. This project will provide treatment for total suspended solids (TSS) at outfall 29 from the CIP, adjacent to Lions Park. Currently, piped stormwater runs underneath a private property and discharges to a pond. The RECIPIENT will abandon this pipe and install an Ecology-approved treatment BMP. This will provide treatment for stormwater draining into Garrison Creek, a tributary of the Walla Walla River. The Walla Walla River has a multi parameter TMDL for DINSRP, bacteria, toxics, ph, dissolved oxygen and temperature. This outfall drains

approximately 0.4 acres of residential paved public roadway that is considered a pollutant generating impervious surfacing (PGIS). The contributing area is 4.5 acres of residential low-density single-family housing.

Overall Goal: (1,000-character limit, includes spaces)

This project will help protect and restore water quality in Washington state by reducing stormwater impacts from existing infrastructure and development.

Tip Sheet/Guidelines for Writing Stormwater Grant Agreement Narrative

Project Short Description

1. Name the water body that will be improved.
2. Describe/name the project location.
3. Describe/name the proposed BMPs.
4. Name the pollutants treated and any resulting flow control.
5. Name any additional benefits (optional)

Follow the template format for most facility and activity projects and all 5 will be covered.

If the template does not work for your project, use 1-5 as a checklist.

Project Long Description

Modify from description provided by applicant. PM should write this description based on their understanding of the project. It may be helpful to do some research and have a conversation with the recipient and the ECY project team prior to writing this description to be sure that you are able to include relevant information, including:

- Description of the area (including water body, current/existing infrastructure, land use, contributing area, proximity to affected water body (Is it directly connected?))
 - Contributing Area: Land area where all flowing surface water converges to a single point. Include the contributing area in the long description to describe the area the BMP(s) will treat in acres.
 - Pollution-Generating Impervious Surfaces (PGIS): PGIS is only used in the Construction Task Description. Those impervious surfaces considered to be significant sources of pollutants for stormwater runoff.
- Description of the WQ problem (pollutants of concern, info about TMDLs addressed or 303d listings)
- Proposed solutions including flow control/treatment BMPs

Needs to include the following elements:

1. Description of the water body targeted for improvement.
 - a. Name
 - b. Uses (ex: fish, drinking water, recreation, etc.)
 - c. Problems (pollutants)
 - d. Sources of pollutants (be specific – ex: stormwater – not specific enough, stormwater generated by Main Street the 3-acre commercial core – better)
2. Description of the project area/area being treated:
 - a. Land use
 - b. Size
 - c. Location in relation to the waterbody targeted for improvement
3. General description of the types of BMPs proposed.
4. Why those specific BMPs were selected.

Before it is sent for review check for the following:

1. Does it read well as a stand-alone document? (If you extracted it and gave it to a friend, would it make sense to them?)
2. Have all references to “this proposal” been removed and updated?
3. Is it written in the active voice?

- Active Voice resources: [UW-Madison Writing Center](#) and [WA Plain Talk Guidelines](#) (Section 4)
4. Are there too many unnecessary details that should be part of the deliverables not the description
- (HINT – does it look like unedited cut and paste from the design report? – often the engineering report contains too many nitpicky details for a project description and misses the big picture.)

RECIPIENT INFORMATION

Organization Name: City of College Place, WA

625 S College Ave
College Place, WA 99324

Organization Email: mcandrews@cpwa.us

Contacts

Project Manager	Robert McAndrews Public Works Director 625 S College Ave College Place, WA 99324 Email: mcandrews@cpwa.us Phone: (509) 394-8528
Authorized Signatory	Michael Rizzitiello City Administrator 625 S College Ave College Place, WA 99324 Email: mrizzitiello@cpwa.us Phone: (509) 394-8506 (509) 529-1200
Billing Contact	Brian Carleton Finance Director 625 S College Ave College Place, WA 99324 Email: bcarleton@cpwa.us Phone: (509) 394-8507

ECOLOGY INFORMATION

Mailing Address: Department of Ecology
Water Quality
PO BOX 47600
Olympia, WA 98504-7600

Physical Address: Department of Ecology
300 Desmond Drive SE
Lacey, WA 98503

Contacts

Project Manager	[Project Manager] Shilo Sprouse [Address] 4601 N Monroe St. [City, State Zip] Spokane, WA, 99205 Email: shsp461@ecy.wa.gov Phone: 509.862.8584
Financial Manager	[Financial Manager] Joe Kinerk [Address] 300 Desmond Dr SE [City, State Zip] Lacey, WA 98503 Email: joek461@ecy.wa.gov Phone: (360) 742-2875
Technical Advisor	[Technical Advisor] Mark Melton [Address] P.O. Box 47600 [City, State Zip] Olympia, WA 98504-7600 Email: mmel461@ecy.wa.gov Phone: 360-701-5580

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in the Scope of Work.

RECIPIENT agrees to read, understand, and accept all information contained within this entire Agreement. Furthermore, RECIPIENT acknowledges that they have reviewed the terms and conditions of this Agreement, Scope of Work, attachments, all incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement.

Washington State Department of Ecology

Recipient Name

Vincent McGowan Date
Water Quality
Program Manager

Michael Rizzitiello Date
City Administrator

SCOPE OF WORK

Task Number: 1

Task Cost: \$5,000

Task Title: Grant and Loan Administration

Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; an EAGL (Ecology Administration of Grants and Loans) and Recipient Close Out Report. In the event that the RECIPIENT elects to use a contractor to complete project elements, the RECIPIENT shall retain responsibility for the oversight and management of this funding agreement.

B. The RECIPIENT shall keep documentation that demonstrates the project is in compliance with applicable procurement, contracting, and interlocal agreement requirements; permitting requirements, including application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items. This documentation shall be made available to ECOLOGY upon request.

C. The RECIPIENT shall maintain effective communication with ECOLOGY and maintain up-to-date staff contact information in the EAGL system. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant and loan administrative requirements.

Task Expected Outcome:

* Timely and complete submittal of requests for reimbursement, quarterly progress reports, and Recipient Close Out Report.

* Properly maintained project documentation.

Grant and Loan Administration Deliverables

Number	Description	Due Date
1.1	Progress Reports that include descriptions of work accomplished, project challenges, and changes in the project schedule. Submitted at least quarterly.	
1.2	Recipient Close Out Report (EAGL Form).	

SCOPE OF WORK

Task Number: 2

Task Cost: \$5,000

Task Title: Cultural and Environmental Review, and Permitting

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will submit the documents listed below to initiate ECOLOGY's cultural resources review. Property acquisition and above and below ground activities proposed at any project site must be reviewed by ECOLOGY for potential affects to cultural resources.

The RECIPIENT must receive written notice from ECOLOGY prior to proceeding with work. Examples of work may include (but are not limited to) geotechnical work, acquisition, site prep work, and BMP installations. Work done prior to written notice to proceed shall not be eligible for reimbursement.

To initiate cultural resources review:

1. The RECIPIENT will submit the Cultural Resources Review Form to ECOLOGY, using the ECOLOGY template. Any supporting materials must conform to the Department of Archeology and Historic Preservation's (DAHP) Washington State Standards for Cultural Resource Reporting. The Cultural Resources Review Form template may be found on the ECOLOGY website.
 2. The RECIPIENT will submit an Inadvertent Discovery Plan (IDP) to ECOLOGY, using the ECOLOGY template. The RECIPIENT will ensure that all contractors and subcontractors have a copy of the completed IDP prior to and while working on-site. The IDP template may be found on the ECOLOGY website.
- B. The RECIPIENT will submit the State Environmental Policy Act (SEPA) checklist for ECOLOGY project manager review and notify the ECOLOGY project manager when the official comment period begins. The RECIPIENT will also upload the final SEPA determination.
- C. The RECIPIENT is responsible for application of, receipt of, and compliance with all required local, state, tribal, and federal permits, licenses, easements, or property rights necessary for the project.

Task Goal Statement:

The RECIPIENT will complete all cultural and environmental reviews and permitting tasks in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by the cultural resource protection requirements, State Environmental Policy Act, and all other applicable federal, state, and local laws, and regulations.

Cultural and Environmental Review, and Permitting Deliverables

Number	Description	Due Date
2.1	ECOLOGY Cultural Resources Review Form. Email the form and any supplemental cultural resources documentation directly to the ECOLOGY Project Manager. DO NOT upload the cultural resources form or documentation to EAGL.	
2.2	ECOLOGY Inadvertent Discovery Plan (IDP). Email the form directly to the ECOLOGY Project Manager for review. Upload to EAGL once review is complete.	

2.3	SEPA Checklist. Upload the checklist, or other documentation for projects considered exempt from SEPA review, to EAGL and notify ECOLOGY when official comment period begins.	
2.4	Final SEPA Determination. Upload to EAGL and notify ECOLOGY.	

SCOPE OF WORK

Task Number: 3

Task Cost: \$20,000

Task Title: Design Plans and Specifications

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

The RECIPIENT will develop a stormwater project design. The design submittals must conform to the Deliverables for Stormwater Projects with Ecology Funding Document. Projects must be designed in accordance with the Stormwater Management Manual for Eastern Washington, Stormwater Management Manual for Western Washington, or equivalent manual. Refer to the ECOLOGY website for specific guidance. Project must be reviewed and accepted in writing by ECOLOGY to be eligible for reimbursement.

The RECIPIENT will upload the design submittals listed below to EAGL for ECOLOGY review. Reduce design figures to 11x17 inches in size and ensure they are legible.

- A. The RECIPIENT will submit a Design Report to ECOLOGY for review and acceptance. Allow 45 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology Design Report Acceptance Letter prior to proceeding to 90 Percent Design.

1. The RECIPIENT will calculate and submit a preliminary equivalent new/re-development area for the completed design using the methods outlined in the Stormwater Deliverables Document.

- B. The RECIPIENT will submit a 90 Percent Design Package to ECOLOGY for review and acceptance. At a minimum, this package must include 90 percent plans, specifications, engineer's opinion of cost including a schedule of eligible costs, and project construction schedule. The current required bid inserts and specifications may be found on the Ecology website. Allow 45 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology 90 Percent Design Acceptance Letter prior to proceeding to Final Bid Package.

- C. The RECIPIENT will submit a preliminary GIS compatible project area as a shape file, geodatabase file, or ECOLOGY-approved equivalent. The project area should include polygon features for stormwater facilities and contributing areas.

- D. The RECIPIENT will submit a Final Bid Package to ECOLOGY for review and acceptance prior to advertising the project. The Final Bid Package includes: project plans, specifications, engineer's opinion of cost including a schedule of eligible costs, and project construction schedule. Allow 15 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology Final Bid Package Acceptance Letter prior to advertising the project.

Task Goal Statement:

The RECIPIENT will complete all design tasks and respond to ECOLOGY comments in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by ECOLOGY water quality facility design standards and all other applicable federal, state, and local laws, and regulations.

Design Plans and Specifications Deliverables

Number	Description	Due Date
3.1	Contract documents, if procuring services for design. The contract must include ECOLOGY's standard contract clauses and/or specification insert. Upload to EAGL and notify ECOLOGY.	
3.2	Design Report. Upload to EAGL and notify ECOLOGY.	
3.3	Responses to ECOLOGY Design Report comments. Upload to EAGL and notify ECOLOGY.	
3.4	ECOLOGY Design Report Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.5	90 Percent Design Package. Upload to EAGL and notify ECOLOGY.	
3.6	Responses to ECOLOGY 90 Percent Design Package comments. Upload to EAGL and notify ECOLOGY.	
3.7	ECOLOGY 90 Percent Design Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.8	Preliminary project area shape file, geodatabase file, or ECOLOGY-approved equivalent. Upload to EAGL and notify ECOLOGY when upload is complete. Upload ECOLOGY acceptance documentation.	
3.9	Final Bid Package. Upload to EAGL and notify ECOLOGY.	
3.10	Responses to ECOLOGY Final Bid Package comments. Upload to EAGL and notify ECOLOGY.	
3.11	Ecology Final Bid Package Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.12	Bid Documents (e.g. bid announcement, bid tabulations, and bid award). Upload to EAGL and notify ECOLOGY.	

SCOPE OF WORK

Task Number: 4

Task Cost: \$23,000

Task Title: Construction Management

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will provide construction oversight and management of the project.
- B. The RECIPIENT will submit a detailed Construction Quality Assurance Plan (CQAP) to ECOLOGY for review and acceptance before the start of construction. This plan must describe how the RECIPIENT will perform adequate and competent construction oversight. Guidance for CQAP development is located in the Design Deliverables Document available on the ECOLOGY website. Allow 15 calendar days for ECOLOGY review.
- C. The RECIPIENT will conduct a pre-construction conference meeting and invite ECOLOGY to attend.
- D. The RECIPIENT will submit a project schedule prior to the start of construction and whenever major changes occur.
- E. Prior to execution, the RECIPIENT will submit to ECOLOGY any eligible change orders that deviate from ECOLOGY-accepted plans and specifications. ECOLOGY must review and accept all change orders that affect grant eligible activities prior to implementation. Allow 10 calendar days for ECOLOGY review.

Task Goal Statement:

The RECIPIENT will oversee and manage construction, communicate with ECOLOGY in a timely fashion, and provide ECOLOGY with all requested project documentation.

Task Expected Outcome:

The project will be constructed on schedule and in accordance with accepted plans.

Construction Management Deliverables

Number	Description	Due Date
4.1	Construction Quality Assurance Plan. Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	
4.2	Pre-Construction Conference Meeting Minutes. Upload to EAGL and notify ECOLOGY.	
4.3	Project Schedule. Submit prior to construction and when changes occur. Upload to EAGL and notify ECOLOGY.	
4.4	Change Order(s). Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	

SCOPE OF WORK

Task Number: 5

Task Cost: \$100,000

Task Title: Construction

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will complete construction of the project in accordance with ECOLOGY-accepted plans and specifications. The construction project will include installation of an Ecology-approved treatment best management practice to mitigate runoff from approximately 0.4 acres of pollution-generating impervious surfaces.
- B. Stormwater Construction Completion Form signed by a professional engineer indicating that the project was completed in accordance with the plans and specifications, and major change orders approved by ECOLOGY's Project Engineer and shown on the Record Drawings. The Stormwater Construction Completion Form can be found on the ECOLOGY website.

Task Goal Statement:

Construction of the project in accordance with ECOLOGY-accepted plans and specifications.

Task Expected Outcome:

Constructed project will provide water quality benefits including reductions in total suspended solids (TSS).

Construction Deliverables

Number	Description	Due Date
5.1	Signed and dated construction contract. Upload to EAGL and notify ECOLOGY.	
5.2	Stormwater Construction Completion Form. Upload to EAGL and notify ECOLOGY.	

SCOPE OF WORK

Task Number: 6

Task Cost: \$5,000

Task Title: Project Close Out

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will operate and maintain the constructed facility for the design life of the facility. The RECIPIENT will develop and submit an Operations and Maintenance (O&M) plan for all facilities constructed with ECOLOGY funding to ECOLOGY for review. The O&M plan must address long-term activities to assure ongoing pollutant removal and flow-control capability of the project in accordance with the design manual. O&M plan development guidance is located in the Deliverables Document available on the ECOLOGY website. Allow 15 calendar days for ECOLOGY review.
- B. The RECIPIENT will submit a GIS compatible project area as a shapefile, geodatabase file, or ECOLOGY-accepted equivalent. The project area should include polygon features for stormwater facilities and contributing areas.
- C. The RECIPIENT will submit the Recipient Close Out Report (RCOR) in EAGL in accordance with Task 1.
- D. The RECIPIENT will submit an Outcomes Summary using the ECOLOGY template.
- E. The RECIPIENT will calculate and submit a final equivalent new/re-development area for the completed retrofit project(s) using the methods outlined in the Stormwater Deliverables Document. Include a table showing the final equivalent new/re-development area compared to the area provided in the ECOLOGY-accepted Design Report.

Task Goal Statement:

The RECIPIENT will complete all close out submittals in a timely manner.

Task Expected Outcome:

* Timely and complete submittal of O&M plan, equivalent area calculation, GIS, Recipient Closeout Report, and Outcomes Summary.

* Proper maintenance of the constructed facility to maintain water quality benefits.

Project Closeout Deliverables

Number	Description	Due Date
6.1	Facility Operation and Maintenance Plan. Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	
6.2	Final, as constructed, project area shapefile, geodatabase file, or ECOLOGY-accepted equivalent. Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	
6.3	Outcomes Summary. Upload to EAGL and notify ECOLOGY.	
6.4	Final, as constructed, equivalent new/redevelopment area determination. Upload to EAGL and notify ECOLOGY.	

BUDGET (EAGL WILL GENERATE THIS SECTION BASED ON PROJECT TYPE/PARAMETERS, ETC. IT MIGHT BE HELPFUL FOR THE RECIPIENT TO USE THE BUDGET TABLE TO PLAN OUT THEIR BUDGET).

Funding Distribution

Funding Title: SFAP

Funding Type: Grant

Funding Effective Date: 7/1/2023

Funding Expiration Date: 12/31/2026

Funding Source: State – Stormwater Financial Assistance Program

Recipient Match %: 5%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Indirect Rate: max 30%

Supporting documentation must be uploaded to EAGL.

Rate will be indicated in your agreement.

Stormwater Financial Assistance Program	Task Total	Recipient Amount	ECY Amount
1. Grant and Loan Administration			
2. Cultural and Environmental Review, and Permitting			
3. Design Plans and Specifications			
4. Construction Management			
5. Construction			
6. Project Close Out			
Total			

Funding Distribution Name	Recipient Match	Recipient Share	Ecology Share	Total
SFAP	5%	\$7,900	\$150,100	\$158,000
Total		\$7,900	\$150,100	\$158,000

Application Budget Worksheet (not for EAGL, but do not delete from this draft document)

Funding Offer:

SFAP Grant Offer	SRF Standard Loan Offer	SRF Forgivable Principal Loan Offer	[Other WQC Funding] Offer	Total Funding Offer
\$150,100	\$0	\$0	\$0	\$150,100

Does the funding offer amount shown in the following forms all match?

Offer Letter uploaded in EAGL: Yes
 EAGL Offer Form: Yes
 Published Offer List: Yes

Was the funding offer less than the amount requested because of ineligible items? Please describe.

Yes; SFAP funding offer reduced from \$285,000 to \$150,100; total number of outfalls treated reduced from three to one due to previously funded work

Application Budget (copy tasks and amounts from EAGL)

Task	Budget in App	Notes
1. Grant and Loan Administration	\$5,000	Note: SOW and budget will be reduced from application to agreement
2. Cultural, Environmental Review, and Permitting	\$5,000	
3. Design Plans and Specifications	\$40,000	
4. Construction Management	\$45,000	
5. Construction	\$200,000	
6. Project Close Out	\$5,000	
Total	\$300,000	

Agreement Budget

Task	Revised Budget	Notes
1. Grant and Loan Administration	\$5,000	
2. Cultural, Environmental Review, and Permitting	\$5,000	
3. Design Plans and Specifications	\$20,000	Due to reduced SOW: half of application budget funded for this task
4. Construction Management	\$23,000	Due to reduced SOW: half of application budget funded for this task
5. Construction	\$100,000	Due to reduced SOW: half of application budget funded for this task
6. Project Close Out	\$5,000	
Total	\$158,000	

AGREEMENT SPECIFIC TERMS AND CONDITIONS

N/A

SPECIAL TERMS AND CONDITIONS (Updated June 2023)

SECTION 1: DEFINITIONS

Unless otherwise provided, the following terms will have the respective meanings for all purposes of this agreement:

“Administration Charge” means a charge established in accordance with Chapter 90.50A RCW and Chapter 173-98 WAC, to be used to pay Ecology’s cost to administer the State Revolving Fund by placing a percentage of the interest earned in an Administrative Charge Account.

“Administrative Requirements” means the effective edition of ECOLOGY’s Administrative Requirements for Recipients of Ecology Grants and Loans at the signing of this agreement.

“Annual Debt Service” for any calendar year means for any applicable bonds or loans including the loan, all interest plus all principal due on such bonds or loans in such year.

“Average Annual Debt Service” means, at the time of calculation, the sum of the Annual Debt Service for the remaining years of the loan to the last scheduled maturity of the loan divided by the number of those years.

“Accrued Interest” means the interest incurred as loan funds are disbursed.

“Acquisition” means the purchase or receipt of a donation of fee or less than fee interests in real property. These interests include, but are not limited to, conservation easements, access/trail easements, covenants, water rights, leases, and mineral rights.

“Build American Buy American (BABA)” means a portion of the Infrastructure Investment and Jobs Act and establishes a domestic content procurement preference for all Federal financial assistance obligated for infrastructure projects after May 14, 2022.

“Bipartisan Infrastructure Law (BIL)” means funding to improve drinking water, wastewater and stormwater infrastructure.

“Centennial Clean Water Program” means the state program funded from various state sources.

“Contract Documents” means the contract between the RECIPIENT and the construction contractor for construction of the project.

“Construction Materials” means an article, material, or supply (other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; aggregate binding agents or additives; or non-permanent products) that is or consists primarily of, non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), (including optic glass), lumber, and drywall.

“Cost Effective Analysis” means a comparison of the relative cost-efficiencies of two or more potential ways of solving a water quality problem as described in Chapter 173-98-730 WAC.

“Davis Bacon Prevailing Wage Act” means the federal law mandating on-site workers on public works projects be paid certain wages, benefits, and overtime (also known as “prevailing wage” on all government-funded construction, alteration, and repair projects.

“Defeasement” or “Defeasance” means the setting aside in escrow or other special fund or account of sufficient investments and money dedicated to pay all principal of and interest on all or a portion of an obligation as it comes due.

“Effective Date” means the earliest date on which eligible costs may be incurred.

“Effective Interest Rate” means the total interest rate established by Ecology that includes the Administrative Charge.

“Estimated Loan Amount” means the initial amount of funds loaned to the RECIPIENT.

“Estimated Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Estimated Loan Amount and the estimated schedule for completion of the project.

“Equivalency” means the amount of State Revolving Fund (SRF) funding each funding cycle equivalent to the EPA grant to Ecology.

“Equivalency Project” means State Revolving Fund (SRF) funded project(s) designated by ECOLOGY to receive federal funding and meet additional federal requirements.

“Expiration Date” means the latest date on which eligible costs may be incurred.

“Final Accrued Interest” means the interest accrued beginning with the first disbursement of funds to the RECIPIENT through such time as the loan is officially closed out and a final loan repayment schedule is issued.

“Final Loan Amount” means all principal of and accrued interest on the loan from the Project Start Date through the Project Completion Date.

“Final Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Final Loan Amount and the initiation of operation or completion date, whichever comes first.

“Forgivable Principal” means the portion of a loan that is not required to be paid back by the borrower.

“General Obligation Debt” means an obligation of the RECIPIENT secured by annual ad valorem taxes levied by the RECIPIENT and by the full faith, credit, and resources of the RECIPIENT.

“General Obligation Payable from Special Assessments Debt” means an obligation of the RECIPIENT secured by a valid general obligation of the Recipient payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the RECIPIENT on all the taxable property within the boundaries of the RECIPIENT.

“Gross Revenue” means all of the earnings and revenues received by the RECIPIENT from the maintenance and operation of the Utility and all earnings from the investment of money on deposit in the Loan Fund, except (i) Utility Local Improvement Districts (ULID) Assessments, (ii) government grants, (iii) RECIPIENT taxes, (iv) principal proceeds of bonds and other obligations, or (v) earnings or proceeds (A) from any investments in a trust, Defeasance, or escrow fund created to Defeasement or refund Utility obligations or (B) in an obligation redemption fund or account other than the Loan Fund until commingled with other earnings and revenues of the Utility or (C) held in a special account for the purpose of paying a rebate to the United States Government under the Internal Revenue Code.

“Guidelines” means the ECOLOGY's Funding Guidelines that correlate to the State Fiscal Year in which the project is funded.

“Initiation of Operation Date” means the actual date the facility financed with proceeds of the loan begins to operate for its intended purpose. (For loans only)

“Iron and Steel Products” means products made primarily of iron or steel including but may not be limited to: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials.

“Loan” means the Washington State Water Pollution Control Revolving Fund Loan or Centennial Clean Water Fund (Centennial) Loan made pursuant to this loan agreement.

“Loan Amount” means either an Estimated Loan Amount or a Final Loan Amount, as applicable.

“Loan Fund” means the special fund created by the RECIPIENT for the repayment of the principal of and interest on the loan.

“Loan Security” means the mechanism by which the RECIPIENT pledges to repay the loan.

“Loan Term” means the repayment period of the loan.

“Maintenance and Operation Expense” means all reasonable expenses incurred by the RECIPIENT in causing the Utility to be operated and maintained in good repair, working order, and condition including payments to other parties, but will not include any depreciation or RECIPIENT levied taxes or payments to the RECIPIENT in lieu of taxes.

“Manufactured Products” means, items and construction materials composed in whole or in part of non-ferrous metals such as aluminum plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

“Produced in the United States” means for iron and steel products, that all manufacturing processes, from the initial melting state through the application of coatings, occurred in the United States.

“Net Revenue” means the Gross Revenue less the Maintenance and Operation Expense.

“Original Engineer’s Estimate” means the engineer’s estimate of construction costs included with bid documents.

“Prevailing Wage” means hourly wage, usual benefits, and overtime paid in the largest city in each county, to the majority of workers, laborers, and mechanics performing the same work. The rate is established separately for each county.

“Principal and Interest Account” means, for a loan that constitutes Revenue-Secured Debt, the account created in the loan fund to be first used to repay the principal of and interest on the loan.

“Project” means the project described in this agreement.

“Project Completion Date” means the date specified in the agreement on which the Scope of Work will be fully completed and is the last day eligible costs can be incurred. This term is only used in loan agreements.

“Project Schedule” means that schedule for the project specified in the agreement.

“Revenue-Secured Debt” means an obligation of the RECIPIENT secured by a pledge of the revenue of a utility and one not a general obligation of the RECIPIENT.

“Reserve Account” means, for a loan that constitutes a Revenue Secured Debt and if specifically identified as a term and condition of the funding agreement, the account of that name created in the loan fund to secure the payment of the principal of and interest on the loan.

“Risk-Based Determination” means an approach to sub-recipient monitoring and oversight based on risk factors associated to a RECIPIENT or project.

“Scope of Work” means the tasks and activities constituting the project.

“Section 319” means the section of the Clean Water Act that provides funding to address nonpoint sources of water pollution.

“Senior Lien Obligations” means all revenue bonds and other obligations of the RECIPIENT outstanding on the date of execution of this loan agreement (or subsequently issued on a parity therewith, including refunding obligations) or

issued after the date of execution of this loan agreement having a claim or lien on the Gross Revenue of the Utility prior and superior to the claim or lien of the loan, subject only to Maintenance and Operation Expense.

“State Water Pollution Control Revolving Fund (Revolving Fund)” means the water pollution control revolving fund established by Chapter 90.50A.020 RCW.

“Termination Date” means the effective date of ECOLOGY’s termination of the agreement.

“Termination Payment Date” means the date on which the RECIPIENT is required to repay to ECOLOGY any outstanding balance of the loan and all accrued interest.

“Total Eligible Project Cost” means the sum of all costs associated with a water quality project that have been determined to be eligible for ECOLOGY grant or loan funding, including any required recipient match.

“Total Project Cost” means the sum of all costs associated with a water quality project, including costs that are not eligible for ECOLOGY grant or loan funding.

“Unique Entity Identity Identifier (UEI)” means a 12-character alphanumeric ID assigned by SAM.gov. to an entity doing business with or receiving funds from the federal government. This number replaces the DUNS number.

“ULID” means any utility local improvement district of the RECIPIENT created for the acquisition or construction of additions to and extensions and betterments of the Utility.

“ULID Assessments” means all assessments levied and collected in any ULID. Such assessments are pledged to be paid into the Loan Fund (less any prepaid assessments permitted by law to be paid into a construction fund or account). ULID Assessments will include principal installments and any interest or penalties which may be due.

“Utility” means the sewer system, stormwater system, or the combined water and sewer system of the RECIPIENT, the Net Revenue of which is pledged to pay and secure the loan.

SECTION 2: CONDITIONS APPLY TO ALL RECIPIENTS OF WATER QUALITY COMBINED FINANCIAL ASSISTANCE FUNDING.

The Water Quality Financial Assistance Funding Guidelines are included in this agreement by reference and are available on ECOLOGY’s Water Quality Program website.

A. Accounting Standards: The RECIPIENT shall maintain accurate records and accounts for the project (PROJECT Records) in accordance with Generally Accepted Accounting Principles (GAAP) as issued by the Governmental Accounting Standards Board (GASB), including standards related to the reporting of infrastructure assets or in accordance with the standards in Chapter 43.09.200 RCW “Local Government Accounting – Uniform System of Accounting.”

B. Architectural and Engineering Services: The RECIPIENT certifies by signing this agreement that the requirements of Chapter 39.80 RCW, “Contracts for Architectural and Engineering Services,” have been, or shall be, met in procuring qualified architectural/engineering services. The RECIPIENT shall identify and separate eligible and ineligible costs in the final architectural/engineering services contract and submit a copy of the contract to ECOLOGY.

C. Acquisition: The following provisions shall be in force only if the project described in this agreement is an acquisition project:

a. Evidence of Land Value and Title. The RECIPIENT shall submit documentation of the cost of the property rights and the type of ownership interest that has been acquired.

b. Legal Description of Real Property Rights Acquired. The legal description of the real property rights purchased with funding assistance provided through this agreement (and protected by a recorded conveyance of rights to the State of Washington) shall be incorporated into the agreement before final payment.

c. Conveyance of Rights to the State of Washington. Upon purchase of real property rights (both fee simple and lesser interests), the RECIPIENT shall execute the document necessary to convey certain rights and responsibilities to ECOLOGY, on behalf of the State of Washington. The documents required will depend on the project type, the real property rights being acquired, and whether or not those rights are being acquired in perpetuity (see options below). The RECIPIENT shall use language provided by ECOLOGY, to record the executed document in the County where the real property lies, and to provide a copy of the recorded document to ECOLOGY.

Documentation Options:

1. Deed of Right. The Deed of Right conveys to the people of the state of Washington the right to preserve, protect, and/or use the property for public purposes consistent with the fund source. RECIPIENTS shall use this document when acquiring real property rights that include the underlying land. This document may also be applicable for those easements where the RECIPIENT has acquired a perpetual easement for public purposes. The RECIPIENT must obtain ECOLOGY approval on the draft language prior to executing the deed of right.

2. Assignment of Rights. The Assignment of Rights document transfers certain rights such as access and enforcement to ECOLOGY. The RECIPIENT shall use this document when an easement or lease is being acquired for water quality and habitat conservation. The Assignment of Rights requires the signature of the underlying landowner and must be incorporated by reference in the easement document.

3. Easements and Leases. The RECIPIENT may incorporate required language from the Deed of Right or Assignment of Rights directly into the easement or lease document, thereby eliminating the requirement for a separate document. Language will depend on the situation; therefore, the RECIPIENT must obtain ECOLOGY approval on the draft language prior to executing the easement or lease.

d. Real Property Acquisition and Relocation Assistance.

1. Federal Acquisition Policies. See Section 4 of this agreement for requirements specific to Section 319 and SRF funded projects.

2. State Acquisition Policies. When state funds are part of this agreement, the RECIPIENT agrees to comply with the terms and conditions of the Uniform Relocation Assistance and Real Property Acquisition Policy of the State of Washington, Chapter 8.26 RCW, and Chapter 468-100 WAC.

3. Housing and Relocation. In the event that housing and relocation costs, as required by federal law set out in subsection (1) above and/or state law set out in subsection (2) above, are involved in the execution of this project, the RECIPIENT agrees to provide any housing and relocation assistance required.

e. Hazardous Substances.

1. Certification. The RECIPIENT shall inspect, investigate, and conduct an environmental audit of the proposed acquisition site for the presence of hazardous substances, as defined in RCW 70.105D.020(10), and certify:

i. No hazardous substances were found on the site, or

ii. Any hazardous substances found have been treated and/or disposed of in compliance with applicable state and federal laws, and the site is deemed "clean."

2. Responsibility. Nothing in this provision alters the RECIPIENT's duties and liabilities regarding hazardous substances as set forth in RCW 70.105D.

3. Hold Harmless. The RECIPIENT will defend, protect and hold harmless ECOLOGY and any and all of its employees and/or agents, from and against any and all liability, cost (including but not limited to all costs of defense and attorneys' fees) and any and all loss of any nature from any and all claims or suits resulting from the presence of, or the release or threatened release of, hazardous substances on the property the RECIPIENT is acquiring.

f. Restriction On Conversion Of Real Property And/Or Facilities To Other Uses

The RECIPIENT shall not at any time convert any real property (including any interest therein) or facility acquired, developed, maintained, renovated, and/or restored pursuant to this agreement to uses other than those purposes for which funds were approved without prior approval of ECOLOGY. For acquisition projects that are term limited, such as one involving a lease or a term-limited restoration, renovation or development project or easement, this restriction on conversion shall apply only for the length of the term, unless otherwise provided in written documents or required by applicable state or federal law. In such case, the restriction applies to such projects for the length of the term specified by the lease, easement, deed, or landowner agreement.

D. Best Management Practices (BMP) Implementation: If the RECIPIENT installs BMPs that are not approved by ECOLOGY prior to installation, the RECIPIENT assumes the risk that part or all of the reimbursement for that activity may be delayed or ineligible. For more details regarding BMP Implementation, please reference the Water Quality Financial Assistance Funding Guidelines available on ECOLOGY's Water Quality Program funding website.

E. Electronic Fund Transfers: Payment will be issued through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process or electronic fund transfers, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.

F. Equipment Purchase: Equipment purchases over \$5,000 and not included in the scope of work or the Ecology approved construction plans and specifications, must be pre-approved by ECOLOGY's project manager before purchase. All equipment purchases over \$5,000 and not included in a contract for work being completed on the funded project, must also be reported on the Equipment Purchase Report in EAGL.

G. Funding Recognition: The RECIPIENT must inform the public about any ECOLOGY or EPA funding participation in this project through the use of project signs, acknowledgement in published materials, reports, the news media, websites, or other public announcements. Projects addressing site-specific locations must utilize appropriately sized and weather-resistant signs. Contact your Ecology Project Team to determine the appropriate recognition for your project.

H. Growth Management Planning: The RECIPIENT certifies by signing this agreement that it is in compliance with the requirements of Chapter 36.70A RCW, "Growth Management Planning by Selected Counties and Cities." If the status of compliance changes, either through RECIPIENT or legislative action, the RECIPIENT shall notify ECOLOGY in writing of this change within 30 days.

I. Interlocal: The RECIPIENT certifies by signing this agreement that all negotiated interlocal agreements necessary for the project are, or shall be, consistent with the terms of this agreement and Chapter 39.34 RCW, "Interlocal Cooperation Act." The RECIPIENT shall submit a copy of each interlocal agreement necessary for the project to ECOLOGY upon request.

J. Lobbying and Litigation: Costs incurred for the purposes of lobbying or litigation are not eligible for funding under this agreement.

K. Post Project Assessment Survey: The RECIPIENT agrees to participate in a brief survey regarding the key project results or water quality project outcomes and the status of long-term environmental results or goals from the project approximately three years after project completion. A representative from ECOLOGY's Water Quality Program may contact the RECIPIENT to request this data. ECOLOGY may also conduct site interviews and inspections, and may otherwise evaluate the project, as part of this assessment.

L. Project Status Evaluation: ECOLOGY may evaluate the status at any time. ECOLOGY's Project Manager and Financial Manager will meet with the RECIPIENT to review spending trends, completion of outcome measures, and overall project administration and performance. If the RECIPIENT fails to make satisfactory progress toward achieving project outcomes, ECOLOGY may change the scope of work, reduce grant funds, or increase oversight measures.

M. Technical Assistance: Technical assistance for agriculture activities provided under the terms of this agreement shall be consistent with the current U.S. Natural Resource Conservation Service (“NRCS”) Field Office Technical Guide for Washington State and specific requirements outlined in the Water Quality Funding Guidelines. Technical assistance, proposed practices, or project designs that do not meet these standards may be eligible if approved in writing by ECOLOGY.

SECTION 3: CONDITIONS APPLY TO SECTION 319 AND CENTENNIAL CLEAN WATER FUNDED PROJECTS BEING USED TO MATCH SECTION 319 FUNDS.

The RECIPIENT must submit the following documents to ECOLOGY before this agreement is signed by ECOLOGY:

1. Federal Funding Accountability and Transparency Act (FFATA) Form is available on the Water Quality Program website and must be completed and submitted to Ecology. (This form is used for Section 319 (federal) funds only)

2. “Section 319 Initial Data Reporting” form must be completed in EAGL.

A. Data Reporting: The RECIPIENT must complete the “Section 319 Initial Data Reporting” form in EAGL before this agreement can be signed by Ecology. This form is used to gather general information about the project for EPA.

B. Funding Recognition and Outreach: In addition to Section 2.F. of these Special Terms and Conditions, the RECIPIENT shall provide signage that informs the public that the project is funded by EPA. The signage shall contain the EPA logo and follow usage requirements available at <http://www2.epa.gov/stylebook/using-epa-seal-and-logo>. To obtain the appropriate EPA logo or seal graphic file, the RECIPIENT may send a request to their Ecology Financial Manager.

To increase public awareness of projects serving communities where English is not the predominant language, RECIPIENTS are encouraged to provide their outreach strategies communication in non-English languages. Translation costs for this purpose are allowable, provided the costs are reasonable. (Applies to both the Section 319 funded projects and the Centennial match projects)

The RECIPIENT shall use the following paragraph in all reports, documents, and signage developed under this agreement: (Applies to Section 319 funded projects only)

“This project has been funded wholly or in part by the United States Environmental Protection Agency under an assistance agreement to the Washington State Department of Ecology. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does the mention of trade names or commercial products constitute endorsement or recommendation for use.”

C. Load Reduction Reporting: The RECIPIENT shall complete the “Section 319 Annual Load Reduction Reporting” form in EAGL by January 15 of each year and at project close-out. ECOLOGY may hold reimbursements until the RECIPIENT has completed the form. This form is used to gather information on best management practices (BMPs) installed and associated pollutant load reductions that were funded as a part of this project.

D. Time Extension: The RECIPIENT may request a one-time extension for up to 12 months. However, the time extension cannot exceed the time limitation established in EPA’s assistance agreement. In the event a time extension is requested and approved by ECOLOGY, the RECIPIENT must complete all eligible work performed under this agreement by the expiration date. (For Section 319 funded projects only)

SECTION 4: CONDITIONS APPLY TO ALL FEDERAL FUNDING AGREEMENTS, INCLUDING SECTION 319, State Revolving Fund (SRF) Equivalency Projects, and SEWER OVERFLOW AND STORMWATER REUSE MUNICIPAL GRANT (OSG)

A. Acquisitions: RECIPIENTS shall comply with the terms and conditions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 84 Stat. 1894 (1970)--Public Law 91-646, as amended by the Surface

Transportation and Uniform Relocation Assistance Act, PL 100-17-1987, and applicable regulations and procedures of the federal agency implementing that Act.

B. Audit Requirements: In accordance with 2 CFR 200.501(a), the RECIPIENT agrees to obtain a single audit from an independent auditor, if their organization expends \$750,000 or more in total Federal funds in their fiscal year. The RECIPIENT must submit the form SF-SAC and a Single Audit Report Package within 9 months of the end of the fiscal year or 30 days after receiving the report from an independent auditor. The SF-SAC and a Single Audit Report Package MUST be submitted using the Federal Audit Clearinghouse's Internet Data Entry System available at:

<https://facweb.census.gov/>.

C. Archaeological Resources and Historic Properties (Section 106): This requires completion of the Ecology Cultural Resources Review Form, coordination with Ecology Cultural Resources staff, and receipt of the Ecology Final Determination prior to any property acquisition and above and below ground disturbing activities.

D. Architectural and Engineering Services Procurement: The RECIPIENT must procure architectural and engineering services in accordance with the federal requirements in Chapter 11 of Title 40, U.S.C. (see <https://uscode.house.gov/view.xhtml?path=/prelim@title40/subtitle1/chapter11&edition=prelim>).

E Build America, Buy America (BABA – Pub. L. No. 117-58, 70901-52) (Federally funded SRF Equivalency projects only): The RECIPIENT identified by ECOLOGY as receiving federal equivalency funding agrees to comply with all federal requirements applicable to the assistance received (including those imposed by the Infrastructure Investment and Jobs Act ("IIJA"/BIL), Public Law No. 117-58) which the RECIPIENT understands includes, but is not limited to, the following requirements: that all the iron and steel, manufactured products, and construction materials used in the Project are to be produced in the United States ("Build America, Buy America Requirements") unless (i) the RECIPIENT has requested and obtained a waiver from the cognizant Agency pertaining to the Project or the Project is otherwise covered by a general applicability waiver; or (ii) all of the contributing Agencies have otherwise advised the RECIPIENT in writing that the Build America, Buy America Requirements are not applicable to the project.

RECIPIENT shall comply with all record keeping and reporting requirements under all applicable legal authorities, including any reports required by the funding authority (such as EPA and/or a state), such as performance indicators of program deliverables, information on costs and project progress. The RECIPIENT identified by ECOLOGY as receiving federal equivalency funding, understands that (i) each contract and subcontract related to the project is subject to audit by appropriate federal and state entities and (ii) failure to comply with the applicable legal requirements and this Agreement may result in a default hereunder that results in a repayment of the assistance agreement in advance of termination and/or repayment of assistance, and/or other remedial actions.

EPA has granted an adjustment period waiver of the requirements of Section 70914(a) of the BIL, pursuant to Section 70914(b)(1) (public interest waiver), for eligible projects financed by SRF projects that have initiated project design planning prior to May 14, 2022, the statutory effective date of the BABA requirements. This action permits the use of non-domestic manufactured products and construction materials in such projects funded by a Clean Water or Drinking Water SRF that may otherwise be prohibited under the BABA requirements of Section 70914. This action permits the use of non-domestic manufactured products and construction materials in such projects funded by a Clean Water or Drinking Water SRF that may otherwise be prohibited under the BABA requirements of Section 70914. Sections 70917(a) and (b) of BIL provide a savings provision for existing statutory requirements that meet or exceed BABA requirements. The statutory American Iron and Steel (AIS) requirements of Clean Water Act (CWA) Section 608 and Safe Drinking Water Act (SDWA) Section 1452(a)(4) has previously applied to SRF projects and will continue to do so as part of BABA requirements.

Where manufactured products used in the project are required to be produced in the United States, manufactured product shall mean manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation. The manufactured products included cover the majority of potential water infrastructure products, including complex products made up of

a variety of material types and components. For water infrastructure projects, commonly manufactured products would include, but not be limited to, pumps, motors, blowers, aerators, generators, instrumentation and control systems, gauges, meters, measurement equipment, treatment equipment, dewatering equipment, actuators, and many other mechanical and electrical items.

F. Disadvantaged Business Enterprise (DBE): General Compliance, 40 CFR, Part 33. The RECIPIENT agrees to comply with the requirements of the Environmental Protection Agency's Program for Utilization of Small, Minority, and Women's Business Enterprises (MBE/WBE) 40CFR, Part 33 in procurement under this agreement.

Six Good Faith Efforts, 40 CFR, Part 33, Subpart C. The RECIPIENT agrees to make the following good faith efforts whenever procuring construction, equipment, services, and supplies under this agreement. Records documenting compliance with the following six good faith efforts shall be retained:

- 1) Ensure Disadvantaged Business Enterprises are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government RECIPIENTS, this shall include placing Disadvantaged Business Enterprises on solicitation lists and soliciting them whenever they are potential sources.
- 2) Make information on forthcoming opportunities available to Disadvantaged Business Enterprises and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by Disadvantaged Business Enterprises in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of thirty (30) calendar days before the bid or proposal closing date.
- 3) Consider, in the contracting process, whether firms competing for large contracts could subcontract with Disadvantaged Business Enterprises. For Indian Tribal, State, and Local Government RECIPIENTS, this shall include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by Disadvantaged Business Enterprises in the competitive process.
- 4) Encourage contracting with a consortium of Disadvantaged Business Enterprises when a contract is too large for one of these firms to handle individually.
- 5) Use services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- 6) If the prime contractor awards subcontracts, require the prime contractor to take the five good faith efforts steps in paragraphs 1 through 5 above.

The RECIPIENT agrees to submit ECOLOGY's Contractor Participation Report Form D with each payment request.

Contract Administration Provisions, 40 CFR, Section 33.302. The RECIPIENT agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

Non-discrimination Provision. The RECIPIENT shall not discriminate on the basis of race, color, national origin, or sex in the performance of this agreement. The RECIPIENT shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the RECIPIENT to carry out these requirements is a material breach of this agreement which may result in the termination of this contract or other legally available remedies.

This does not preclude the RECIPIENT from enacting broader nondiscrimination protections.

The RECIPIENT shall comply with all federal and state nondiscrimination laws, including but not limited to, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and Chapter 49.60 RCW, Washington's Law Against Discrimination, and 42 U.S.C. 12101 et seq, the Americans with Disabilities Act (ADA).

In the event of the RECIPIENT's noncompliance or refusal to comply with any applicable nondiscrimination law, regulation, or policy, this agreement may be rescinded, canceled, or terminated in whole or in part and the RECIPIENT may be declared ineligible for further funding from ECOLOGY. The RECIPIENT shall, however, be given a reasonable time in which to cure this noncompliance.

The RECIPIENT shall include the following terms and conditions in contracts with all contractors, subcontractors, engineers, vendors, and any other entity for work or services pertaining to this agreement.

"The Contractor will not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor will carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under Environmental Protection Agency financial agreements. Failure by the Contractor to carry out these requirements is a material breach of this Contract which may result in termination of this Contract or other legally available remedies."

Bidder List, 40 CFR, Section 33.501(b) and (c). The RECIPIENT agrees to create and maintain a bidders list. The bidders list shall include the following information for all firms that bid or quote on prime contracts, or bid or quote subcontracts, including both MBE/WBEs and non-MBE/WBEs.

1. Entity's name with point of contact
2. Entity's mailing address, telephone number, and e-mail address
3. The procurement on which the entity bid or quoted, and when
4. Entity's status as an MBE/WBE or non-MBE/WBE

G. Electronic and information Technology (EIT) Accessibility: RECIPIENTS shall ensure that loan funds provided under this agreement for costs in the development or purchase of EIT systems or products provide individuals with disabilities reasonable accommodations and an equal and effective opportunity to benefit from or participate in a program, including those offered through electronic and information technology as per Section 504 of the Rehabilitation Act, codified in 40 CFR Part 7. Systems or products funded under this agreement must be designed to meet the diverse needs of users without barriers or diminished function or quality. Systems shall include usability features or functions that accommodate the needs of persons with disabilities, including those who use assistive technology.

H. Federal Funding Accountability and Transparency Act (FFATA) Form, available on the Water Quality Program website.

I. Hotel-Motel Fire Safety Act: The RECIPIENT shall ensure that all space for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (15 USC 2225a, PL 101-391, as amended). Recipients may search the Hotel-Motel National Master List at <http://www.usfa.dhs.gov/applications/hotel/> to see if a property is in compliance, or to find other information about the Act. Pursuant to 15 USC 2225a.

J. Prevailing Wage (Davis-Bacon Act): The RECIPIENT agrees, by signing this agreement, to comply with the Davis-Bacon Act prevailing wage requirements. This applies to the construction, alteration, and repair of treatment works carried out, in whole or in part, with assistance made available by the State Revolving Fund as authorized by Section 513, title VI of the Federal Water Pollution Control Act (33 U.S.C. 1372). Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

The RECIPIENT shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes, or other methods for soliciting contracts (solicitation). These wage determinations shall be incorporated into solicitations and any subsequent contracts. The RECIPIENT shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and subcontracts more than \$2,000. The RECIPIENT shall maintain records sufficient to document compliance with the Davis-Bacon Act and make such records available for review upon request. Wage determinations and instructions for their use can be found at <https://sam.gov/>.

The RECIPIENT also agrees, by signing this agreement, to comply with State Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable. Compliance may include the determination whether the project involves “public work” and inclusion of the applicable prevailing wage rates in the bid specifications and contracts. The RECIPIENT agrees to maintain records sufficient to evidence compliance with Chapter 39.12 RCW and make such records available for review upon request. Where conflicts arise between the State prevailing wage rates and Davis-Bacon Act prevailing wage requirements the more stringent requirement shall govern. Washington State prevailing wage rates can be found at <https://www.lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>

K. Trafficking in Persons: The RECIPIENT and RECIPIENT employees that are private entities shall not engage in forms of trafficking in persons. This includes, but is not limited to, the procurement of a commercial sex act or forced labor. The RECIPIENT shall notify ECOLOGY immediately of any information received from any source alleging a violation under this provision.

L. Unique Entity Identifier (UEI): The RECIPIENT agrees to register with and make their registration public in the System for Award Management (SAM.gov). The RECIPIENT will be assigned a UEI and agree to include their UEI Number under their organization’s information in EAGL. The UEI number must be entered into EAGL before a funding agreement is signed.

SECTION 5: CONDITIONS APPLY TO STATE REVOLVING FUND (SRF) LOAN FUNDED PROJECTS ONLY.

The RECIPIENT must submit the following documents/forms to ECOLOGY before this agreement is signed by ECOLOGY:

1. Financial Capability Assessment Documentation (upon request)
2. Opinion of RECIPIENT’s Legal Council – Form available on the Ecology website must be completed and uploaded to the General Uploads form in EAGL.
3. Authorizing Ordinance or Resolution – Must be uploaded to the General Uploads form in EAGL.
4. Federal Funding Accountability and Transparency Act (FFATA) Form (Required for all federally funded SRF Equivalency projects – Form available on the Ecology website must be completed and uploaded to the General Uploads form in EAGL.
5. CWSRF Federal Reporting Information form – Must be completed in EAGL.
6. Fiscal Sustainability Plan (Asset Management) Certification Form (Only required if the project includes construction of a wastewater or stormwater facility construction) – Must be completed in EAGL.
7. Cost and Effectiveness Analysis Certification Form (Required for all projects receiving SRF Loan funding) – Must be completed in EAGL.
8. State Environmental Review Process (SERP) Documentation (Required for treatment works projects only) – Must be uploaded to the Environmental and Cultural Review form in EAGL.

A. Alteration and Eligibility of Project: During the term of this agreement, the RECIPIENT (1) shall not materially alter the design or structural character of the project without the prior written approval of ECOLOGY and (2) shall take no action which would adversely affect the eligibility of the project as defined by applicable funding program rules and state statutes, or which would cause a violation of any covenant, condition, or provision herein.

B. American Iron and Steel (Buy American – P.L 113-76, Consolidated Appropriations Act 2014, Section 436): This loan provision applies to projects for the construction, alteration, maintenance, or repair of a “treatment works” as defined in the Federal Water Pollution Control Act (33 USC 1381 et seq.) The RECIPIENT shall ensure that all iron and steel products used in the project are produced in the United States. Iron and Steel products means the following products made primarily of iron or steel: lined or unlined pipes and fittings, manhole covers and other municipal castings,

hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials. The RECIPIENT may request waiver from this requirement from the Administrator of the Environmental Protection Agency. The RECIPIENT must coordinate all waiver requests through ECOLOGY. This provision does not apply if the engineering plans and specifications for the project were approved by ECOLOGY prior to January 17, 2014. ECOLOGY reserves the right to request documentation of RECIPIENT'S compliance with this provision.

C. Authority of RECIPIENT: This agreement is authorized by the Constitution and laws of the state of Washington, including the RECIPIENT's authority, and by the RECIPIENT pursuant to the authorizing ordinance or resolution. The RECIPIENT shall submit a copy of the authorizing ordinance or resolution to the ECOLOGY Financial Manager before this agreement shall be signed by ECOLOGY.

D. Equivalency Projects: ECOLOGY designated equivalency project and alternative designated equivalency project RECIPIENTS agree to accept federal funds and the federal requirements that accompany the funds. This includes all the requirements in Section 4 and this Section.

E. Fiscal Sustainability Plan Certification: The RECIPIENT shall submit a completed Fiscal Sustainability Plan Certification before this agreement is signed by ECOLOGY. The Fiscal Sustainability Plan Certification is available from the ECOLOGY Financial Manager or on the Water Quality Program website.

F. Funding Recognition and Outreach: The RECIPIENT agrees to comply with the EPA SRF Signage Guidance to enhance public awareness of EPA assistance agreements nationwide. Signage guidance can be found at: <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans/Find-a-grant-or-loan/Water-Quality-grants-and-loans/Facility-project-resources>.

G. Insurance: The RECIPIENT shall at all times carry fire and extended insurance coverage, public liability, and property damage, and such other forms of insurance with responsible insurers and policies payable to the RECIPIENT on such of the buildings, equipment, works, plants, facilities, and properties of the Utility as are ordinarily carried by municipal or privately-owned utilities engaged in the operation of like systems, and against such claims for damages as are ordinarily carried by municipal or privately-owned utilities engaged in the operation of like systems, or it shall self-insure or participate in an insurance pool or pools with reserves adequate, in the reasonable judgment of the RECIPIENT, to protect it against loss.

H. Litigation Authority: No litigation is now pending, or to the RECIPIENT's knowledge, threatened, seeking to restrain, or enjoin:

- (i) the execution of this agreement; or
- (ii) the fixing or collection of the revenues, rates, and charges or the formation of the ULID and the levy and collection of ULID Assessments therein pledged to pay the principal of and interest on the loan (for revenue secured lien obligations); or
- (iii) the levy and collection of the taxes pledged to pay the principal of and interest on the loan (for general obligation-secured loans and general obligation payable from special-assessment-secured loans); or
- (iv) in any manner questioning the proceedings and authority under which the agreement, the loan, or the project are authorized. Neither the corporate existence, or boundaries of the RECIPIENT nor the title of its present officers to their respective offices is being contested. No authority or proceeding for the execution of this agreement has been repealed, revoked, or rescinded.

I. Loan Interest Rate and Terms: This loan agreement shall remain in effect until the date of final repayment of the loan, unless terminated earlier according to the provisions herein.

When the Project Completion Date has occurred, ECOLOGY and the RECIPIENT shall execute an amendment to this loan agreement which details the final loan amount (Final Loan Amount), and ECOLOGY shall prepare a final loan repayment schedule. The Final Loan Amount shall be the combined total of actual disbursements made on the loan and all accrued

interest to the computation date.

The Estimated Loan Amount and the Final Loan Amount (in either case, as applicable, a "Loan Amount") shall bear interest based on the interest rate identified in this agreement as the "Effective Interest Rate," per annum, calculated on the basis of a 365-day year. Interest on the Estimated Loan Amount shall accrue from and be compounded monthly based on the date that each payment is mailed to the RECIPIENT. The Final Loan Amount shall be repaid in equal installments, semiannually, over the term of this loan "Loan Term" as outlined in this agreement.

J. Loan Repayment:

Sources of Loan Repayment

1. Nature of RECIPIENT's Obligation. The obligation of the RECIPIENT to repay the loan from the sources identified below and to perform and observe all other agreements and obligations on its part, contained herein, shall be absolute and unconditional, and shall not be subject to diminution by setoff, counterclaim, or abatement of any kind. To secure the repayment of the loan from ECOLOGY, the RECIPIENT agrees to comply with all the covenants, agreements, and attachments contained herein.

2. For General Obligation. This loan is a General Obligation Debt of the RECIPIENT.

3. For General Obligation Payable from Special Assessments. This loan is a General Obligation Debt of the RECIPIENT payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the RECIPIENT on all the taxable property within the boundaries of the RECIPIENT.

4. For Revenue-Secured: Lien Position. This loan is a Revenue-Secured Debt of the RECIPIENT's Utility. This loan shall constitute a lien and charge upon the Net Revenue junior and subordinate to the lien and charge upon such Net Revenue of any Senior Lien Obligations.

In addition, if this loan is also secured by Utility Local Improvement Districts (ULID) Assessments, this loan shall constitute a lien upon ULID Assessments in the ULID prior and superior to any other charges whatsoever.

5. Other Sources of Repayment. The RECIPIENT may repay any portion of the loan from any funds legally available to it.

6. Defeasance of the Loan. So long as ECOLOGY shall hold this loan, the RECIPIENT shall not be entitled to, and shall not affect, an economic Defeasance of the loan. The RECIPIENT shall not advance refund the loan.

If the RECIPIENT defeases or advance refunds the loan, it shall be required to use the proceeds thereof immediately upon their receipt, together with other available RECIPIENT funds, to repay both of the following:

(i) The Loan Amount with interest

(ii) Any other obligations of the RECIPIENT to ECOLOGY under this agreement, unless in its sole discretion ECOLOGY finds that repayment from those additional sources would not be in the public interest.

Failure to repay the Loan Amount plus interest within the time specified in ECOLOGY's notice to make such repayment shall incur Late Charges and shall be treated as a Loan Default.

7. Refinancing or Early Repayment of the Project. So long as ECOLOGY shall hold this loan, the RECIPIENT shall give ECOLOGY thirty days written notice if the RECIPIENT intends to refinance or make early repayment of the loan.

Method and Conditions on Repayments

1. Semiannual Payments. Notwithstanding any other provision of this agreement, the first semiannual payment of principal and interest on this loan shall be due and payable no later than one year after the

project completion date or initiation of operation date, whichever comes first.

Thereafter, equal payments shall be due every six months.

If the due date for any semiannual payment falls on a Saturday, Sunday, or designated holiday for Washington State agencies, the payment shall be due on the next business day for Washington State agencies.

Payments shall be mailed to:

Department of Ecology
Cashiering Unit
P.O. Box 47611
Olympia WA 98504-7611

In lieu of mailing payments, electronic fund transfers can be arranged by working with ECOLOGY's Financial Manager.

No change to the amount of the semiannual principal and interest payments shall be made without a mutually signed amendment to this agreement. The RECIPIENT shall continue to make semiannual payments based on this agreement until the amendment is effective, at which time the RECIPIENT's payments shall be made pursuant to the amended agreement.

2. Late Charges. If any amount of the Final Loan Amount or any other amount owed to ECOLOGY pursuant to this agreement remains unpaid after it becomes due and payable, ECOLOGY may assess a late charge. The late charge shall be one percent per month on the past due amount starting on the date the debt becomes past due and until it is paid in full.

3. Repayment Limitations. Repayment of the loan is subject to the following additional limitations, among others: those on defeasance, refinancing and advance refunding, termination, and default and recovery of payments.

4. Prepayment of Loan. So long as ECOLOGY shall hold this loan, the RECIPIENT may prepay the entire unpaid principal balance of and accrued interest on the loan or any portion of the remaining unpaid principal balance of the Loan Amount. Any prepayments on the loan shall be applied first to any accrued interest due and then to the outstanding principal balance of the Loan Amount. If the RECIPIENT elects to prepay the entire remaining unpaid balance and accrued interest, the RECIPIENT shall first contact ECOLOGY's Revenue/Receivable Manager of the Fiscal Office.

K. Loan Security

Due Regard: For loans secured with a Revenue Obligation: The RECIPIENT shall exercise due regard for Maintenance and Operation Expense and the debt service requirements of the Senior Lien Obligations and any other outstanding obligations pledging the Gross Revenue of the Utility, and it has not obligated itself to set aside and pay into the loan Fund a greater amount of the Gross Revenue of the Utility than, in its judgment, shall be available over and above such Maintenance and Operation Expense and those debt service requirements.

Where collecting adequate gross utility revenue requires connecting additional users, the RECIPIENT shall require the sewer system connections necessary to meet debt obligations and expected operation and maintenance expenses.

Levy and Collection of Taxes (if used to secure the repayment of the loan): For so long as the loan is outstanding, the RECIPIENT irrevocably pledges to include in its budget and levy taxes annually within the constitutional and statutory tax limitations provided by law without a vote of its electors on all of the taxable property within the boundaries of the RECIPIENT in an amount sufficient, together with other money legally available and to be used therefore, to pay when due the principal of and interest on the loan, and the full faith, credit and resources of the RECIPIENT are pledged irrevocably for the annual levy and collection of those taxes and the prompt payment of that principal and interest.

Not an Excess Indebtedness: For loans secured with a general obligation pledge or a general obligation pledge on special assessments: The RECIPIENT agrees that this agreement and the loan to be made do not create an indebtedness of the RECIPIENT in excess of any constitutional or statutory limitations.

Pledge of Net Revenue and ULID Assessments in the ULID (if used to secure the repayment of this loan): For so long as the loan is outstanding, the RECIPIENT irrevocably pledges the Net Revenue of the Utility, including applicable ULID Assessments in the ULID, to pay when due the principal of and interest on the loan.

Utility Local Improvement District (ULID) Assessment Collection (if used to secure the repayment of the loan): All ULID Assessments in the ULID shall be paid into the Loan Fund and used to pay the principal of and interest on the loan.

L. Maintenance and Operation of a Funded Utility: The RECIPIENT shall, at all times, maintain and keep the funded Utility in good repair, working order, and condition.

M. Opinion of RECIPIENT's Legal Counsel: The RECIPIENT must submit an "Opinion of Legal Counsel to the RECIPIENT" to ECOLOGY before this agreement will be signed. ECOLOGY will provide the form.

N. Prevailing Wage (Davis-Bacon Act): The RECIPIENT agrees, by signing this agreement, to comply with the Davis-Bacon Act prevailing wage requirements. This applies to the construction, alteration, and repair of treatment works carried out, in whole or in part, with assistance made available by the State Revolving Fund as authorized by Section 513, title VI of the Federal Water Pollution Control Act (33 U.S.C. 1372). Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

The RECIPIENT shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes, or other methods for soliciting contracts (solicitation). These wage determinations shall be incorporated into solicitations and any subsequent contracts. The RECIPIENT shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and subcontracts more than \$2,000. The RECIPIENT shall maintain records sufficient to document compliance with the Davis-Bacon Act and make such records available for review upon request.

The RECIPIENT also agrees, by signing this agreement, to comply with State Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable. Compliance may include the determination whether the project involves "public work" and inclusion of the applicable prevailing wage rates in the bid specifications and contracts. The RECIPIENT agrees to maintain records sufficient to evidence compliance with Chapter 39.12 RCW and make such records available for review upon request.

O. Progress Reports: RECIPIENTS funded with State Revolving Fund Loan or Forgivable Principal shall include the following verification statement in the "General Comments" text box of each progress report.

"We verified that we are in compliance with all the requirements as outlined in our funding agreement(s) with the Department of Ecology. This includes but is not limited to:

- The Davis-Bacon Act, 29 CFR , prevailing wage requirements, certified weekly payroll, etc.
- The Disadvantaged Business Enterprise (DBE), 40 CFR, Part 33
- The American Iron and Steel Act (Buy American)
- The Build America Buy America Act (BABA) (equivalency projects only)"

P. Representations and Warranties: The RECIPIENT represents and warrants to ECOLOGY as follows:

Application: Material Information. All information and materials submitted by the RECIPIENT to ECOLOGY in connection with its loan application were, when made, and are, as of the date the RECIPIENT signs this agreement, true and correct. There is no material adverse information relating to the RECIPIENT, the project, the loan, or this agreement known to the RECIPIENT, which has not been disclosed in writing to ECOLOGY.

Existence; Authority. It is a duly formed and legally existing municipal corporation or political subdivision of the

state of Washington or a federally recognized Indian Tribe. It has full corporate power and authority to execute, deliver, and perform all of its obligations under this agreement and to undertake the project identified herein.

Certification. Each payment request shall constitute a certification by the RECIPIENT to the effect that all representations and warranties made in this loan agreement remain true as of the date of the request and that no adverse developments, affecting the financial condition of the RECIPIENT or its ability to complete the project or to repay the principal of or interest on the loan, have occurred since the date of this loan agreement. Any changes in the RECIPIENT's financial condition shall be disclosed in writing to ECOLOGY by the RECIPIENT in its request for payment.

Q. Sale or Disposition of Funded Utility: The RECIPIENT shall not sell, transfer, or otherwise dispose of any of the works, plant, properties, facilities, or other part of the funded Utility or any real or personal property comprising a part of the funded Utility unless:

1. The facilities or property transferred are not material to the operation of the funded Utility, or have become unserviceable, inadequate, obsolete, or unfit to be used in the operation of the funded Utility or are no longer necessary, material, or useful to the operation of the funded Utility; or
2. The aggregate depreciated cost value of the facilities or property being transferred in any fiscal year comprises no more than three percent of the total assets of the funded Utility; or
3. The RECIPIENT receives from the transferee an amount equal to an amount which will be in the same proportion to the net amount of Senior Lien Obligations and this LOAN then outstanding (defined as the total amount outstanding less the amount of cash and investments in the bond and loan funds securing such debt) as the Gross Revenue of the funded Utility from the portion of the funded Utility sold or disposed of for the preceding year bears to the total Gross Revenue for that period.
4. Expressed written agreement by the ECOLOGY. The proceeds of any transfer under this paragraph must be used (1) to redeem promptly, or irrevocably set aside for the redemption of, Senior Lien Obligations and to redeem promptly the loan, and (2) to provide for part of the cost of additions to and betterments and extensions of the Utility.

R. Sewer-Use Ordinance or Resolution for Funded Wastewater Facility Projects: If not already in existence, the RECIPIENT shall adopt and shall enforce a sewer-use ordinance or resolution. Such ordinance or resolution shall be submitted to ECOLOGY upon request.

The sewer use ordinance must include provisions to:

- 1) Prohibit the introduction of toxic or hazardous wastes into the RECIPIENT's sewer system.
- 2) Prohibit inflow of stormwater into separated sewer systems.
- 3) Require that new sewers and connections be properly designed and constructed.

S. Termination and Default:

Termination and Default Events

1. For Insufficient ECOLOGY or RECIPIENT Funds. ECOLOGY may terminate this loan agreement for insufficient ECOLOGY or RECIPIENT funds.
2. For Failure to Commence Work. ECOLOGY may terminate this loan agreement for failure of the RECIPIENT to commence project work.
3. Past Due Payments. The RECIPIENT shall be in default of its obligations under this loan agreement when any loan repayment becomes 60 days past due.

4. Other Cause. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance in full by the RECIPIENT of all its obligations under this loan agreement. The RECIPIENT shall be in default of its obligations under this loan agreement if, in the opinion of ECOLOGY, the RECIPIENT has unjustifiably failed to perform any obligation required of it by this loan agreement.

Procedures for Termination. If this loan agreement is terminated prior to project completion, ECOLOGY shall provide to the RECIPIENT a written notice of termination at least five working days prior to the effective date of termination (the "Termination Date"). The written notice of termination by the ECOLOGY shall specify the Termination Date and, when applicable, the date by which the RECIPIENT must repay any outstanding balance of the loan and all accrued interest (the "Termination Payment Date").

Termination and Default Remedies

No Further Payments. On and after the Termination Date, or in the event of a default event, ECOLOGY may, at its sole discretion, withdraw the loan and make no further payments under this agreement.

Repayment Demand. In response to an ECOLOGY initiated termination event, or in response to a loan default event, ECOLOGY may at its sole discretion demand that the RECIPIENT repay the outstanding balance of the Loan Amount and all accrued interest.

Interest after Repayment Demand. From the time that ECOLOGY demands repayment of funds, amounts owed by the RECIPIENT to ECOLOGY shall accrue additional interest at the rate of one percent per month, or fraction thereof.

Accelerate Repayments. In the event of a default, ECOLOGY may, in its sole discretion, declare the principal of and interest on the loan immediately due and payable, subject to the prior lien and charge of any outstanding Senior Lien Obligation upon the Net Revenue. That is, the loan is not subject to acceleration so long as any Senior Lien Obligations are outstanding. Repayments not made immediately upon such acceleration will incur Late Charges.

Late Charges. All amounts due to ECOLOGY and not paid by the RECIPIENT by the Termination Payment Date or after acceleration following a default event, as applicable, shall incur late charges.

Intercept State Funds. In the event of a default event and in accordance with Chapter 90.50A.060 RCW, "Defaults," any state funds otherwise due to the RECIPIENT may, at ECOLOGY's sole discretion, be withheld and applied to the repayment of the loan.

Property to ECOLOGY. In the event of a default event and at the option of ECOLOGY, any personal property (equipment) acquired under this agreement may, in ECOLOGY's sole discretion, become ECOLOGY's property. In that circumstance, ECOLOGY shall reduce the RECIPIENT's liability to repay money by an amount reflecting the fair value of such property.

Documents and Materials. If this agreement is terminated, all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the RECIPIENT shall, at the option of ECOLOGY, become ECOLOGY property. The RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Collection and Enforcement Actions. In the event of a default event, the state of Washington reserves the right to take any actions it deems necessary to collect the amounts due, or to become due, or to enforce the performance and observance of any obligation by the RECIPIENT, under this agreement.

Fees and Expenses. In any action to enforce the provisions of this agreement, reasonable fees and expenses of attorneys and other reasonable expenses (including, without limitation, the reasonably allocated costs of legal staff) shall be awarded to the prevailing party as that term is defined in Chapter 4.84.330 RCW.

Damages. Notwithstanding ECOLOGY's exercise of any or all the termination or default remedies provided in this agreement, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and/or the state of Washington because of any breach of this agreement by the RECIPIENT. ECOLOGY may withhold

payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

T. User-Charge System for Funded Utilities: The RECIPIENT certifies that it has the legal authority to establish and implement a user-charge system and shall adopt a system of user-charges to assure that each user of the funded utility shall pay its proportionate share of the cost of operation and maintenance, including replacement during the design life of the project. The user-charge system will include provisions for a connection charge.

In addition, the RECIPIENT shall regularly evaluate the user-charge system, at least annually, to ensure the system provides adequate revenues necessary to operate and maintain the funded utility, to establish reserves to pay for replacement, and to repay the loan.

GENERAL FEDERAL CONDITIONS

If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.

A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION:

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in www.sam.gov <<http://www.sam.gov>> within 30 days of agreement signature. The FFATA information will be available to the public at www.usaspending.gov <<http://www.usaspending.gov>>.

For more details on FFATA requirements, see www.fsrc.gov <<http://www.fsrc.gov>>.

C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

- As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
 1. Procure or obtain;
 2. Extend or renew a contract to procure or obtain; or
 3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf) <<https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](https://sam.gov/SAM/) <<https://sam.gov/SAM/>> exclusion list.

ECOLOGY GENERAL TERMS AND CONDITIONS

1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://apps.ecology.wa.gov/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:

- Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.

* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.

- For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).

b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
- Make the IDP readily available to anyone working at the project site.

- Discuss the IDP with staff, volunteers, and contractors working at the project site.
- Implement the IDP when Cultural Resources or human remains are found at the project site.

c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.

d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.

e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

7. COMPENSATION

a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.

b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.

c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.

d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.

e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.

f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.

g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.

h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.

i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review.

The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at: <https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

20. PROGRESS REPORTING

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.
- e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
 - 1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
 - 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
- b) Be kept in a common file to facilitate audits and inspections.
- c) Clearly indicate total receipts and expenditures related to this Agreement.
- d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.

RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.

b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing, <https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

28. TERMINATION

a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Failure to Commence Work. ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

Non-Performance. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Non-Allocation of Funds. ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments.

If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of Terms and Conditions

City of College Place, Washington
RESOLUTION NO. 24-041

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING ACCEPTANCE OF GRANT AGREEMENT & AUTHORIZING CITY ADMINISTRATOR TO
SIGN STATE DEPARTMENT OF ECOLOGY WATER QUALITY COMBINED FINANCIAL ASSISTANCE
AGREEMENT (WQC-2024-COPIED-00193 FOR LIONS PARK STORMWATER OUTFALL
STORMWATER IMPROVEMENTS**

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 the Lions Park stormwater improvements since its Capital Facility Plan from 2017, and

Whereas, the City successfully pursued grant dollars from the State of Washington Department of Ecology Water Quality Combined Financial Assistance Account back in 2023, and

Whereas, it took until now to get the grant agreement due to lack of staff/project workload backlog at the State of Washington Department of Ecology, and

Whereas, agreement timelines were adjusted to account for this backlog, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Accept and authorize City Administrator to sign agreement WQC-2024-CoPIED-00193 which provides grant dollars (\$150,100 out of \$158,000 project total) for Public Works Yard Stormwater Improvements at Thompson Creek.

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.

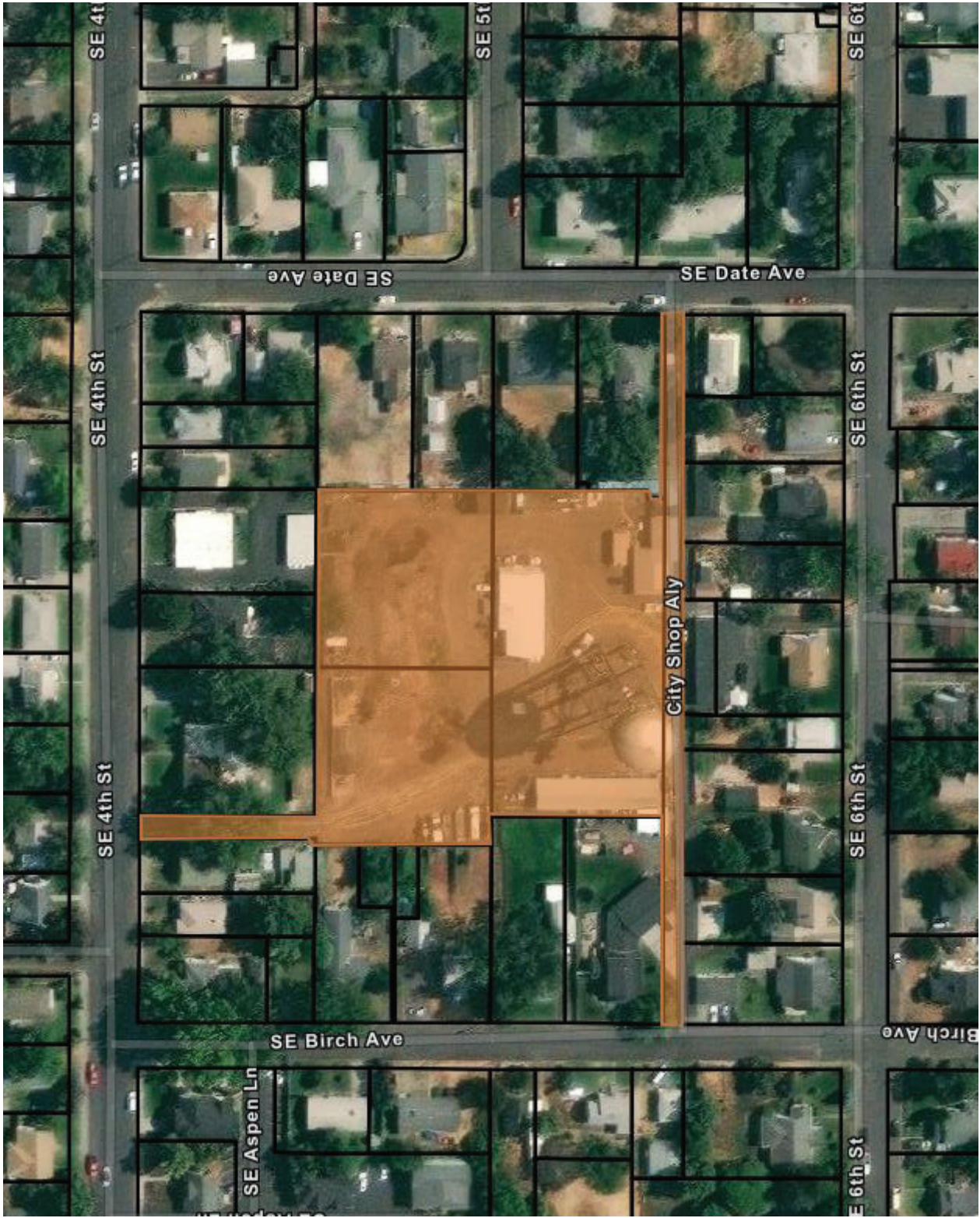
Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk





Agreement WQC-2024-CoPIED-00220

WATER QUALITY COMBINED FINANCIAL ASSISTANCE AGREEMENT

BETWEEN THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

The City of College Place

This is a binding Agreement entered into by and between the State of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY" and the City of College Place, hereinafter referred to as the "RECIPIENT" to carry out with the provided funds, the activities described herein.

GENERAL INFORMATION

Project Title:	Public Works Yard
Total Cost:	\$ 300,000
Total Eligible Cost:	\$ 300,000
Ecology Share:	\$ 285,000
Recipient Share:	\$ 15,000
The Effective Date of this Agreement is:	07/01/2023
The Expiration Date of this Agreement is no later than:	03/31/2027
Project Type:	Stormwater Facility (Design Construct)

Project Short Description:

This project will improve water quality in Thompson Creek through installation of stormwater treatment best management practices (BMPs) to provide treatment for total suspended solids (TSS) and source control BMPs to reduce oils at the Public Works Yard in the city of College Place, WA.

Project Long Description:

The Public Works Yard project will limit direct untreated stormwater discharges to Thompson Creek, a tributary of the Walla Walla River. The Walla Walla River Watershed has approved TMDLs for temperature, DDT, PCB, TSS, turbidity, chlorinated pesticides, bacteria, dissolved oxygen, pH, DIN, SRP.

The Public Works Yard is approximately 2.5 acres in size and is surrounded on all four sides by residential homes, with access through a small alleyway. The city of College Place uses the yard for vehicle and equipment storage, fueling and maintenance. There is a water tower onsite. The surface is largely unpaved; however, when there is a surplus of asphalt from paving jobs, the city will use it at the Public Works Yard. Onsite catch basins currently drain the untreated stormwater from the site directly to a piped portion of Thompson Creek that runs under the Public Works Yard. This

project will design and construct stormwater treatment best management practices (BMPs) to provide treatment for total suspended solids (TSS) and source control BMPs to reduce oils in the stormwater runoff prior to discharging into Thompson Creek. Additionally, the site will be re-graded to direct the stormwater to the treatment systems.

Overall Goal:

This project will help protect and restore water quality in Washington state by reducing stormwater impacts from existing infrastructure and development.

Tip Sheet/Guidelines for Writing Stormwater Grant Agreement Narrative

Project Short Description

1. Name the water body that will be improved.
2. Describe/name the project location.
3. Describe/name the proposed BMPs.
4. Name the pollutants treated and any resulting flow control.
5. Name any additional benefits (optional)

Follow the template format for most facility and activity projects and all 5 will be covered.

If the template does not work for your project, use 1-5 as a checklist.

Project Long Description

Modify from description provided by applicant. PM should write this description based on their understanding of the project. It may be helpful to do some research and have a conversation with the recipient and the ECY project team prior to writing this description to be sure that you are able to include relevant information, including:

- Description of the area (including water body, current/existing infrastructure, land use, contributing area, proximity to affected water body (Is it directly connected?))
 - Contributing Area: Land area where all flowing surface water converges to a single point. Include the contributing area in the long description to describe the area the BMP(s) will treat in acres.
 - Pollution Generating Impervious Surfaces (PGIS): PGIS is only used in the Construction Task Description. Those impervious surfaces considered to be significant sources of pollutants for stormwater runoff.
- Description of the WQ problem (pollutants of concern, info about TMDLs addressed or 303d listings)
- Proposed solutions including flow control/treatment BMPs

Needs to include the following elements:

1. Description of the water body targeted for improvement.
 - a. Name
 - b. Uses (ex: fish, drinking water, recreation, etc.)
 - c. Problems (pollutants)
 - d. Sources of pollutants (be specific – ex: stormwater – not specific enough, stormwater generated by Main Street the 3-acre commercial core – better)
2. Description of the project area/area being treated:
 - a. Land use
 - b. Size
 - c. Location in relation to the waterbody targeted for improvement
3. General description of the types of BMPs proposed.
4. Why those specific BMPs were selected.

Before it is sent for review check for the following:

1. Does it read well as a stand-alone document? (If you extracted it and gave it to a friend, would it make sense to them?)
2. Have all references to “this proposal” been removed and updated?
3. Is it written in the active voice?
 - Active Voice resources: [UW-Madison Writing Center](#) and [WA Plain Talk Guidelines](#) (Section 4)

4. Are there too many unnecessary details that should be part of the deliverables not the description
 - (HINT – does it look like unedited cut and paste from the design report? – often the engineering report contains too many nitpicky details for a project description and misses the big picture.)

RECIPIENT INFORMATION

Organization Name: City of College Place, WA

625 S College Ave
College Place, WA 99324

Organization Email: mcandrews@cpwa.us

Contacts

Project Manager	[Name] Robert McAndrews [Title] Public Works Director [Address] 625 S College Ave [City, State Zip] College Place, WA 99324 Email: mcandrews@cpwa.us Phone: (509) 394-8528
Authorized Signatory	[Name] Michael Rizzitiello [Title] City Administrator [Address] 625 S College Ave [City, State Zip] College Place, WA 99324 Email: mrizzitiello@cpwa.us Phone: (509) 394-8506 (509) 529-1200
Billing Contact	[Name] Brian Carleton [Title] Finance Director [Address] 625 S College Ave [City, State Zip] College Place, WA 99324 Email: bcarleton@cpwa.us Phone: (509) 394-8507

ECOLOGY INFORMATION

Mailing Address: Department of Ecology
Water Quality
PO BOX 47600
Olympia, WA 98504-7600

Physical Address: Department of Ecology
300 Desmond Drive SE
Lacey, WA 98503

Contacts

Project Manager	[Project Manager] Shilo Sprouse [Address] 4601 N Monroe St. [City, State Zip] Spokane, WA, 99205 Email: shsp461@ecy.wa.gov Phone: 509.862.8584
Financial Manager	[Financial Manager] Joe Kinerk [Address] 300 Desmond Dr SE [City, State Zip] Lacey, WA 98503 Email: joek461@ecy.wa.gov Phone: (360) 742-2875
Technical Advisor	[Technical Advisor] Mark Melton [Address] P.O. Box 47600 [City, State Zip] Olympia, WA 98504-7600 Email: mmel461@ecy.wa.gov Phone: 360-701-5580

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in the Scope of Work.

RECIPIENT agrees to read, understand, and accept all information contained within this entire Agreement. Furthermore, RECIPIENT acknowledges that they have reviewed the terms and conditions of this Agreement, Scope of Work, attachments, all incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement.

Washington State Department of Ecology

City of College Place

Vincent McGowan Date
Water Quality
Program Manager

Michael Rizzitiello Date
City Administrator

SCOPE OF WORK

Task Number: 1

Task Cost: \$5,000

Task Title: Grant and Loan Administration

Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; an EAGL (Ecology Administration of Grants and Loans) and Recipient Close Out Report. In the event that the RECIPIENT elects to use a contractor to complete project elements, the RECIPIENT shall retain responsibility for the oversight and management of this funding agreement.

B. The RECIPIENT shall keep documentation that demonstrates the project is in compliance with applicable procurement, contracting, and interlocal agreement requirements; permitting requirements, including application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items. This documentation shall be made available to ECOLOGY upon request.

C. The RECIPIENT shall maintain effective communication with ECOLOGY and maintain up-to-date staff contact information in the EAGL system. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant and loan administrative requirements.

Task Expected Outcome:

* Timely and complete submittal of requests for reimbursement, quarterly progress reports, and Recipient Close Out Report.

* Properly maintained project documentation.

Grant and Loan Administration Deliverables

Number	Description	Due Date
1.1	Progress Reports that include descriptions of work accomplished, project challenges, and changes in the project schedule. Submitted at least quarterly.	
1.2	Recipient Close Out Report (EAGL Form).	

SCOPE OF WORK

Task Number: 2

Task Cost: \$5,000

Task Title: Cultural and Environmental Review, and Permitting

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will submit the documents listed below to initiate ECOLOGY's cultural resources review. Property acquisition and above and below ground activities proposed at any project site must be reviewed by ECOLOGY for potential affects to cultural resources.

The RECIPIENT must receive written notice from ECOLOGY prior to proceeding with work. Examples of work may include (but are not limited to) geotechnical work, acquisition, site prep work, and BMP installations. Work done prior to written notice to proceed shall not be eligible for reimbursement.

To initiate cultural resources review:

1. The RECIPIENT will submit the Cultural Resources Review Form to ECOLOGY, using the ECOLOGY template. Any supporting materials must conform to the Department of Archeology and Historic Preservation's (DAHP) Washington State Standards for Cultural Resource Reporting. The Cultural Resources Review Form template may be found on the ECOLOGY website.
 2. The RECIPIENT will submit an Inadvertent Discovery Plan (IDP) to ECOLOGY, using the ECOLOGY template. The RECIPIENT will ensure that all contractors and subcontractors have a copy of the completed IDP prior to and while working on-site. The IDP template may be found on the ECOLOGY website.
- B. The RECIPIENT will submit the State Environmental Policy Act (SEPA) checklist for ECOLOGY project manager review and notify the ECOLOGY project manager when the official comment period begins. The RECIPIENT will also upload the final SEPA determination.
- C. The RECIPIENT is responsible for application of, receipt of, and compliance with all required local, state, tribal, and federal permits, licenses, easements, or property rights necessary for the project.

Task Goal Statement:

The RECIPIENT will complete all cultural and environmental reviews and permitting tasks in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by the cultural resource protection requirements, State Environmental Policy Act, and all other applicable federal, state, and local laws, and regulations.

Cultural and Environmental Review, and Permitting Deliverables

Number	Description	Due Date
2.1	ECOLOGY Cultural Resources Review Form. Email the form and any supplemental cultural resources documentation directly to the ECOLOGY Project Manager. DO NOT upload the cultural resources form or documentation to EAGL.	
2.2	ECOLOGY Inadvertent Discovery Plan (IDP). Email the form directly to the ECOLOGY Project Manager for review. Upload to EAGL once review is complete.	

2.3	SEPA Checklist. Upload the checklist, or other documentation for projects considered exempt from SEPA review, to EAGL and notify ECOLOGY when official comment period begins.	
2.4	Final SEPA Determination. Upload to EAGL and notify ECOLOGY.	

SCOPE OF WORK

Task Number: 3

Task Cost: \$40,000

Task Title: Design Plans and Specifications

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

The RECIPIENT will develop a stormwater project design. The design submittals must conform to the Deliverables for Stormwater Projects with Ecology Funding Document. Projects must be designed in accordance with the Stormwater Management Manual for Eastern Washington, Stormwater Management Manual for Western Washington, or equivalent manual. Refer to the ECOLOGY website for specific guidance. Project must be reviewed and accepted in writing by ECOLOGY to be eligible for reimbursement.

The RECIPIENT will upload the design submittals listed below to EAGL for ECOLOGY review. Reduce design figures to 11x17 inches in size and ensure they are legible.

- A. The RECIPIENT will submit a Design Report to ECOLOGY for review and acceptance. Allow 45 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology Design Report Acceptance Letter prior to proceeding to 90 Percent Design.

1. The RECIPIENT will calculate and submit a preliminary equivalent new/re-development area for the completed design using the methods outlined in the Stormwater Deliverables Document.

- B. The RECIPIENT will submit a 90 Percent Design Package to ECOLOGY for review and acceptance. At a minimum, this package must include 90 percent plans, specifications, engineer's opinion of cost including a schedule of eligible costs, and project construction schedule. The current required bid inserts and specifications may be found on the Ecology website. Allow 45 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology 90 Percent Design Acceptance Letter prior to proceeding to Final Bid Package.

- C. The RECIPIENT will submit a Final Bid Package to ECOLOGY for review and acceptance prior to advertising the project. The Final Bid Package includes: project plans, specifications, engineer's opinion of cost including a schedule of eligible costs, and project construction schedule. Allow 15 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology Final Bid Package Acceptance Letter prior to advertising the project.

- D. The RECIPIENT will submit a preliminary GIS compatible project area as a shape file, geodatabase file, or ECOLOGY-approved equivalent. The project area should include polygon features for stormwater facilities and contributing areas.

Task Goal Statement:

The RECIPIENT will complete all design tasks and respond to ECOLOGY comments in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by ECOLOGY water quality facility design standards and all other applicable federal, state, and local laws, and regulations.

Design Plans and Specifications Deliverables

Number	Description	Due Date
3.1	Contract documents, if procuring services for design. The contract must include ECOLOGY's standard contract clauses and/or specification insert. Upload to EAGL and notify ECOLOGY.	
3.2	Design Report. Upload to EAGL and notify ECOLOGY.	
3.3	Responses to ECOLOGY Design Report comments. Upload to EAGL and notify ECOLOGY.	
3.4	ECOLOGY Design Report Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.5	90 Percent Design Package. Upload to EAGL and notify ECOLOGY.	
3.6	Responses to ECOLOGY 90 Percent Design Package comments. Upload to EAGL and notify ECOLOGY.	
3.7	ECOLOGY 90 Percent Design Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.8	Final Bid Package. Upload to EAGL and notify ECOLOGY.	
3.9	Responses to ECOLOGY Final Bid Package comments. Upload to EAGL and notify ECOLOGY.	
3.10	Ecology Final Bid Package Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.11	Bid Documents (e.g. bid announcement, bid tabulations, and bid award). Upload to EAGL and notify ECOLOGY.	
3.12	Preliminary project area shape file, geodatabase file, or ECOLOGY-approved equivalent. Upload to EAGL and notify ECOLOGY when upload is complete. Upload ECOLOGY acceptance documentation.	

SCOPE OF WORK

Task Number: 4

Task Cost: \$45,000

Task Title: Construction Management

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will provide construction oversight and management of the project.
- B. The RECIPIENT will submit a detailed Construction Quality Assurance Plan (CQAP) to ECOLOGY for review and acceptance before the start of construction. This plan must describe how the RECIPIENT will perform adequate and competent construction oversight. Guidance for CQAP development is located in the Design Deliverables Document available on the ECOLOGY website. Allow 15 calendar days for ECOLOGY review.
- C. The RECIPIENT will conduct a pre-construction conference meeting and invite ECOLOGY to attend.
- D. The RECIPIENT will submit a project schedule prior to the start of construction and whenever major changes occur.
- E. Prior to execution, the RECIPIENT will submit to ECOLOGY any eligible change orders that deviate from ECOLOGY-accepted plans and specifications. ECOLOGY must review and accept all change orders that affect grant eligible activities prior to implementation. Allow 10 calendar days for ECOLOGY review.

Task Goal Statement:

The RECIPIENT will oversee and manage construction, communicate with ECOLOGY in a timely fashion, and provide ECOLOGY with all requested project documentation.

Task Expected Outcome:

The project will be constructed on schedule and in accordance with accepted plans.

Construction Management Deliverables

Number	Description	Due Date
4.1	Construction Quality Assurance Plan. Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	
4.2	Pre-Construction Conference Meeting Minutes. Upload to EAGL and notify ECOLOGY.	
4.3	Project Schedule. Submit prior to construction and when changes occur. Upload to EAGL and notify ECOLOGY.	
4.4	Change Order(s). Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	

SCOPE OF WORK

Task Number: 5

Task Cost: \$200,000

Task Title: Construction

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will complete construction of the project in accordance with ECOLOGY-accepted plans and specifications. The construction project will include installation of treatment BMPs to mitigate runoff from approximately 2 Acres of pollution-generating impervious surfaces.
- B. Stormwater Construction Completion Form signed by a professional engineer indicating that the project was completed in accordance with the plans and specifications, and major change orders approved by ECOLOGY's Project Engineer and shown on the Record Drawings. The Stormwater Construction Completion Form can be found on the ECOLOGY website.

Task Goal Statement:

Construction of the project in accordance with ECOLOGY-accepted plans and specifications.

Task Expected Outcome:

Constructed project will provide water quality benefits including reduction of pollutants as identified in the design report.

Construction Deliverables

Number	Description	Due Date
5.1	Signed and dated construction contract. Upload to EAGL and notify ECOLOGY.	
5.2	Stormwater Construction Completion Form. Upload to EAGL and notify ECOLOGY.	

SCOPE OF WORK

Task Number: 6

Task Cost: \$5,000

Task Title: Project Close Out

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will operate and maintain the constructed facility for the design life of the facility. The RECIPIENT will develop and submit an Operations and Maintenance (O&M) plan for all facilities constructed with ECOLOGY funding to ECOLOGY for review. The O&M plan must address long-term activities to assure ongoing pollutant removal and flow-control capability of the project in accordance with the design manual. O&M plan development guidance is located in the Deliverables Document available on the ECOLOGY website. Allow 15 calendar days for ECOLOGY review.
- B. The RECIPIENT will submit the final GIS compatible project area as a shape file, geodatabase file, or ECOLOGY-approved equivalent. The project area should include polygon features for stormwater facilities and contributing areas.
- C. The RECIPIENT will submit the Recipient Close Out Report (RCOR) in EAGL in accordance with Task 1.
- D. The RECIPIENT will submit an Outcomes Summary using the ECOLOGY template.
- E. The RECIPIENT will calculate and submit a final equivalent new/re-development area for the completed retrofit project(s) using the methods outlined in the Stormwater Deliverables Document. Include a table showing the final equivalent new/re-development area compared to the area provided in the ECOLOGY-accepted Design Report.

Task Goal Statement:

The RECIPIENT will complete all close out submittals in a timely manner.

Task Expected Outcome:

* Timely and complete submittal of O&M plan, equivalent area calculation, GIS, Recipient Closeout Report, and Outcomes Summary.

* Proper maintenance of the constructed facility to maintain water quality benefits.

Project Closeout Deliverables

Number	Description	Due Date
6.1	Facility Operation and Maintenance Plan. Upload to EAGL and notify ECOLOGY. Upload ECOLOGY acceptance documentation.	
6.2	Final, as constructed, project area shapefile, geodatabase file, or ECOLOGY-approved equivalent. Upload to EAGL and notify ECOLOGY when upload is complete. Upload ECOLOGY acceptance documentation.	
6.3	Outcomes Summary. Upload to EAGL and notify ECOLOGY.	
6.4	Final, as constructed, equivalent new/redevelopment area determination. Upload to EAGL and notify ECOLOGY.	

BUDGET (EAGL WILL GENERATE THIS SECTION BASED ON PROJECT TYPE/PARAMETERS, ETC. IT MIGHT BE HELPFUL FOR THE RECIPIENT TO USE THE BUDGET TABLE TO PLAN OUT THEIR BUDGET).

Funding Distribution

Funding Title: SFAP

Funding Type: Grant

Funding Effective Date: 7/1/2023

Funding Expiration Date: 3/31/2027

Funding Source: State – Stormwater Financial Assistance Program

Recipient Match %: 5%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Indirect Rate: max 30%

Supporting documentation must be uploaded to EAGL.

Rate will be indicated in your agreement.

Stormwater Financial Assistance Program	Task Total	Recipient Amount	ECY Amount
1. Grant and Loan Administration	\$5,000	\$250	\$4,750
2. Cultural and Environmental Review, and Permitting	\$5,000	\$250	\$4,750
3. Design Plans and Specifications	\$40,000	\$2,000	\$38,000
4. Construction Management	\$45,000	\$2,250	\$42,750
5. Construction	\$200,000	\$10,000	\$190,000
6. Project Close Out	\$5,000	\$250	\$4,750
Total	\$300,000	\$15,000	\$285,000

Funding Distribution Name	Recipient Match	Recipient Share	Ecology Share	Total
SFAP	5%	\$15,000	\$285,000	\$300,000
Total		\$15,000	\$285,000	\$300,000

Application Budget Worksheet (not for EAGL, but do not delete from this draft document)

Funding Offer:

SFAP Grant Offer	SRF Standard Loan Offer	SRF Forgivable Principal Loan Offer	[Other WQC Funding] Offer	Total Funding Offer
\$285,000	\$0	\$0	\$0	\$285,000

Does the funding offer amount shown in the following forms all match?

Offer Letter uploaded in EAGL: Yes
EAGL Offer Form: Yes
Published Offer List: Yes

Was the funding offer less than the amount requested because of ineligible items? Please describe.

No

Application Budget (copy tasks and amounts from EAGL)

Task	Budget in App	Notes
1. Grant and Loan Administration	\$5,000	
2. Cultural, Environmental Review, and Permitting	\$5,000	
3. Design Plans and Specifications	\$40,000	
4. Construction Management	\$45,000	
5. Construction	\$200,000	
6. Project Close Out	\$5,000	
Total	\$300,000	

Agreement Budget

Task	Revised Budget	Notes
1. Grant and Loan Administration	\$5,000	
2. Cultural, Environmental Review, and Permitting	\$5,000	
3. Design Plans and Specifications	\$40,000	
4. Construction Management	\$45,000	
5. Construction	\$200,000	
6. Project Close Out	\$5,000	
Total	\$300,000	

AGREEMENT SPECIFIC TERMS AND CONDITIONS

N/A

SPECIAL TERMS AND CONDITIONS (Updated June 2023)

SECTION 1: DEFINITIONS

Unless otherwise provided, the following terms will have the respective meanings for all purposes of this agreement:

“Administration Charge” means a charge established in accordance with Chapter 90.50A RCW and Chapter 173-98 WAC, to be used to pay Ecology’s cost to administer the State Revolving Fund by placing a percentage of the interest earned in an Administrative Charge Account.

“Administrative Requirements” means the effective edition of ECOLOGY’s Administrative Requirements for Recipients of Ecology Grants and Loans at the signing of this agreement.

“Annual Debt Service” for any calendar year means for any applicable bonds or loans including the loan, all interest plus all principal due on such bonds or loans in such year.

“Average Annual Debt Service” means, at the time of calculation, the sum of the Annual Debt Service for the remaining years of the loan to the last scheduled maturity of the loan divided by the number of those years.

“Accrued Interest” means the interest incurred as loan funds are disbursed.

“Acquisition” means the purchase or receipt of a donation of fee or less than fee interests in real property. These interests include, but are not limited to, conservation easements, access/trail easements, covenants, water rights, leases, and mineral rights.

“Build American Buy American (BABA)” means a portion of the Infrastructure Investment and Jobs Act and establishes a domestic content procurement preference for all Federal financial assistance obligated for infrastructure projects after May 14, 2022.

“Bipartisan Infrastructure Law (BIL)” means funding to improve drinking water, wastewater and stormwater infrastructure.

“Centennial Clean Water Program” means the state program funded from various state sources.

“Contract Documents” means the contract between the RECIPIENT and the construction contractor for construction of the project.

“Construction Materials” means an article, material, or supply (other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; aggregate binding agents or additives; or non-permanent products) that is or consists primarily of, non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), (including optic glass), lumber, and drywall.

“Cost Effective Analysis” means a comparison of the relative cost-efficiencies of two or more potential ways of solving a water quality problem as described in Chapter 173-98-730 WAC.

“Davis Bacon Prevailing Wage Act” means the federal law mandating on-site workers on public works projects be paid certain wages, benefits, and overtime (also known as “prevailing wage” on all government-funded construction, alteration, and repair projects.

“Defeasement” or “Defeasance” means the setting aside in escrow or other special fund or account of sufficient investments and money dedicated to pay all principal of and interest on all or a portion of an obligation as it comes due.

“Effective Date” means the earliest date on which eligible costs may be incurred.

“Effective Interest Rate” means the total interest rate established by Ecology that includes the Administrative Charge.

“Estimated Loan Amount” means the initial amount of funds loaned to the RECIPIENT.

“Estimated Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Estimated Loan Amount and the estimated schedule for completion of the project.

“Equivalency” means the amount of State Revolving Fund (SRF) funding each funding cycle equivalent to the EPA grant to Ecology.

“Equivalency Project” means State Revolving Fund (SRF) funded project(s) designated by ECOLOGY to receive federal funding and meet additional federal requirements.

“Expiration Date” means the latest date on which eligible costs may be incurred.

“Final Accrued Interest” means the interest accrued beginning with the first disbursement of funds to the RECIPIENT through such time as the loan is officially closed out and a final loan repayment schedule is issued.

“Final Loan Amount” means all principal of and accrued interest on the loan from the Project Start Date through the Project Completion Date.

“Final Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Final Loan Amount and the initiation of operation or completion date, whichever comes first.

“Forgivable Principal” means the portion of a loan that is not required to be paid back by the borrower.

“General Obligation Debt” means an obligation of the RECIPIENT secured by annual ad valorem taxes levied by the RECIPIENT and by the full faith, credit, and resources of the RECIPIENT.

“General Obligation Payable from Special Assessments Debt” means an obligation of the RECIPIENT secured by a valid general obligation of the Recipient payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the RECIPIENT on all the taxable property within the boundaries of the RECIPIENT.

“Gross Revenue” means all of the earnings and revenues received by the RECIPIENT from the maintenance and operation of the Utility and all earnings from the investment of money on deposit in the Loan Fund, except (i) Utility Local Improvement Districts (ULID) Assessments, (ii) government grants, (iii) RECIPIENT taxes, (iv) principal proceeds of bonds and other obligations, or (v) earnings or proceeds (A) from any investments in a trust, Defeasance, or escrow fund created to Defeasance or refund Utility obligations or (B) in an obligation redemption fund or account other than the Loan Fund until commingled with other earnings and revenues of the Utility or (C) held in a special account for the purpose of paying a rebate to the United States Government under the Internal Revenue Code.

“Guidelines” means the ECOLOGY's Funding Guidelines that correlate to the State Fiscal Year in which the project is funded.

“Initiation of Operation Date” means the actual date the facility financed with proceeds of the loan begins to operate for its intended purpose. (For loans only)

“Iron and Steel Products” means products made primarily of iron or steel including but may not be limited to: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials.

“Loan” means the Washington State Water Pollution Control Revolving Fund Loan or Centennial Clean Water Fund (Centennial) Loan made pursuant to this loan agreement.

“Loan Amount” means either an Estimated Loan Amount or a Final Loan Amount, as applicable.

“Loan Fund” means the special fund created by the RECIPIENT for the repayment of the principal of and interest on the loan.

“Loan Security” means the mechanism by which the RECIPIENT pledges to repay the loan.

“Loan Term” means the repayment period of the loan.

“Maintenance and Operation Expense” means all reasonable expenses incurred by the RECIPIENT in causing the Utility to be operated and maintained in good repair, working order, and condition including payments to other parties, but will not include any depreciation or RECIPIENT levied taxes or payments to the RECIPIENT in lieu of taxes.

“Manufactured Products” means, items and construction materials composed in whole or in part of non-ferrous metals such as aluminum plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

“Produced in the United States” means for iron and steel products, that all manufacturing processes, from the initial melting state through the application of coatings, occurred in the United States.

“Net Revenue” means the Gross Revenue less the Maintenance and Operation Expense.

“Original Engineer’s Estimate” means the engineer’s estimate of construction costs included with bid documents.

“Prevailing Wage” means hourly wage, usual benefits, and overtime paid in the largest city in each county, to the majority of workers, laborers, and mechanics performing the same work. The rate is established separately for each county.

“Principal and Interest Account” means, for a loan that constitutes Revenue-Secured Debt, the account created in the loan fund to be first used to repay the principal of and interest on the loan.

“Project” means the project described in this agreement.

“Project Completion Date” means the date specified in the agreement on which the Scope of Work will be fully completed and is the last day eligible costs can be incurred. This term is only used in loan agreements.

“Project Schedule” means that schedule for the project specified in the agreement.

“Revenue-Secured Debt” means an obligation of the RECIPIENT secured by a pledge of the revenue of a utility and one not a general obligation of the RECIPIENT.

“Reserve Account” means, for a loan that constitutes a Revenue Secured Debt and if specifically identified as a term and condition of the funding agreement, the account of that name created in the loan fund to secure the payment of the principal of and interest on the loan.

“Risk-Based Determination” means an approach to sub-recipient monitoring and oversight based on risk factors associated to a RECIPIENT or project.

“Scope of Work” means the tasks and activities constituting the project.

“Section 319” means the section of the Clean Water Act that provides funding to address nonpoint sources of water pollution.

“Senior Lien Obligations” means all revenue bonds and other obligations of the RECIPIENT outstanding on the date of execution of this loan agreement (or subsequently issued on a parity therewith, including refunding obligations) or

issued after the date of execution of this loan agreement having a claim or lien on the Gross Revenue of the Utility prior and superior to the claim or lien of the loan, subject only to Maintenance and Operation Expense.

“State Water Pollution Control Revolving Fund (Revolving Fund)” means the water pollution control revolving fund established by Chapter 90.50A.020 RCW.

“Termination Date” means the effective date of ECOLOGY’s termination of the agreement.

“Termination Payment Date” means the date on which the RECIPIENT is required to repay to ECOLOGY any outstanding balance of the loan and all accrued interest.

“Total Eligible Project Cost” means the sum of all costs associated with a water quality project that have been determined to be eligible for ECOLOGY grant or loan funding, including any required recipient match.

“Total Project Cost” means the sum of all costs associated with a water quality project, including costs that are not eligible for ECOLOGY grant or loan funding.

“Unique Entity Identity Identifier (UEI)” means a 12-character alphanumeric ID assigned by SAM.gov. to an entity doing business with or receiving funds from the federal government. This number replaces the DUNS number.

“ULID” means any utility local improvement district of the RECIPIENT created for the acquisition or construction of additions to and extensions and betterments of the Utility.

“ULID Assessments” means all assessments levied and collected in any ULID. Such assessments are pledged to be paid into the Loan Fund (less any prepaid assessments permitted by law to be paid into a construction fund or account). ULID Assessments will include principal installments and any interest or penalties which may be due.

“Utility” means the sewer system, stormwater system, or the combined water and sewer system of the RECIPIENT, the Net Revenue of which is pledged to pay and secure the loan.

SECTION 2: CONDITIONS APPLY TO ALL RECIPIENTS OF WATER QUALITY COMBINED FINANCIAL ASSISTANCE FUNDING.

The Water Quality Financial Assistance Funding Guidelines are included in this agreement by reference and are available on ECOLOGY’s Water Quality Program website.

A. Accounting Standards: The RECIPIENT shall maintain accurate records and accounts for the project (PROJECT Records) in accordance with Generally Accepted Accounting Principles (GAAP) as issued by the Governmental Accounting Standards Board (GASB), including standards related to the reporting of infrastructure assets or in accordance with the standards in Chapter 43.09.200 RCW “Local Government Accounting – Uniform System of Accounting.”

B. Architectural and Engineering Services: The RECIPIENT certifies by signing this agreement that the requirements of Chapter 39.80 RCW, “Contracts for Architectural and Engineering Services,” have been, or shall be, met in procuring qualified architectural/engineering services. The RECIPIENT shall identify and separate eligible and ineligible costs in the final architectural/engineering services contract and submit a copy of the contract to ECOLOGY.

C. Acquisition: The following provisions shall be in force only if the project described in this agreement is an acquisition project:

a. Evidence of Land Value and Title. The RECIPIENT shall submit documentation of the cost of the property rights and the type of ownership interest that has been acquired.

b. Legal Description of Real Property Rights Acquired. The legal description of the real property rights purchased with funding assistance provided through this agreement (and protected by a recorded conveyance of rights to the State of Washington) shall be incorporated into the agreement before final payment.

c. Conveyance of Rights to the State of Washington. Upon purchase of real property rights (both fee simple and lesser interests), the RECIPIENT shall execute the document necessary to convey certain rights and responsibilities to ECOLOGY, on behalf of the State of Washington. The documents required will depend on the project type, the real property rights being acquired, and whether or not those rights are being acquired in perpetuity (see options below). The RECIPIENT shall use language provided by ECOLOGY, to record the executed document in the County where the real property lies, and to provide a copy of the recorded document to ECOLOGY.

Documentation Options:

1. Deed of Right. The Deed of Right conveys to the people of the state of Washington the right to preserve, protect, and/or use the property for public purposes consistent with the fund source. RECIPIENTS shall use this document when acquiring real property rights that include the underlying land. This document may also be applicable for those easements where the RECIPIENT has acquired a perpetual easement for public purposes. The RECIPIENT must obtain ECOLOGY approval on the draft language prior to executing the deed of right.

2. Assignment of Rights. The Assignment of Rights document transfers certain rights such as access and enforcement to ECOLOGY. The RECIPIENT shall use this document when an easement or lease is being acquired for water quality and habitat conservation. The Assignment of Rights requires the signature of the underlying landowner and must be incorporated by reference in the easement document.

3. Easements and Leases. The RECIPIENT may incorporate required language from the Deed of Right or Assignment of Rights directly into the easement or lease document, thereby eliminating the requirement for a separate document. Language will depend on the situation; therefore, the RECIPIENT must obtain ECOLOGY approval on the draft language prior to executing the easement or lease.

d. Real Property Acquisition and Relocation Assistance.

1. Federal Acquisition Policies. See Section 4 of this agreement for requirements specific to Section 319 and SRF funded projects.

2. State Acquisition Policies. When state funds are part of this agreement, the RECIPIENT agrees to comply with the terms and conditions of the Uniform Relocation Assistance and Real Property Acquisition Policy of the State of Washington, Chapter 8.26 RCW, and Chapter 468-100 WAC.

3. Housing and Relocation. In the event that housing and relocation costs, as required by federal law set out in subsection (1) above and/or state law set out in subsection (2) above, are involved in the execution of this project, the RECIPIENT agrees to provide any housing and relocation assistance required.

e. Hazardous Substances.

1. Certification. The RECIPIENT shall inspect, investigate, and conduct an environmental audit of the proposed acquisition site for the presence of hazardous substances, as defined in RCW 70.105D.020(10), and certify:

i. No hazardous substances were found on the site, or

ii. Any hazardous substances found have been treated and/or disposed of in compliance with applicable state and federal laws, and the site is deemed "clean."

2. Responsibility. Nothing in this provision alters the RECIPIENT's duties and liabilities regarding hazardous substances as set forth in RCW 70.105D.

3. Hold Harmless. The RECIPIENT will defend, protect and hold harmless ECOLOGY and any and all of its employees and/or agents, from and against any and all liability, cost (including but not limited to all costs of defense and attorneys' fees) and any and all loss of any nature from any and all claims or suits resulting from the presence of, or the release or threatened release of, hazardous substances on the property the RECIPIENT is acquiring.

f. Restriction On Conversion Of Real Property And/Or Facilities To Other Uses

The RECIPIENT shall not at any time convert any real property (including any interest therein) or facility acquired, developed, maintained, renovated, and/or restored pursuant to this agreement to uses other than those purposes for which funds were approved without prior approval of ECOLOGY. For acquisition projects that are term limited, such as one involving a lease or a term-limited restoration, renovation or development project or easement, this restriction on conversion shall apply only for the length of the term, unless otherwise provided in written documents or required by applicable state or federal law. In such case, the restriction applies to such projects for the length of the term specified by the lease, easement, deed, or landowner agreement.

D. Best Management Practices (BMP) Implementation: If the RECIPIENT installs BMPs that are not approved by ECOLOGY prior to installation, the RECIPIENT assumes the risk that part or all of the reimbursement for that activity may be delayed or ineligible. For more details regarding BMP Implementation, please reference the Water Quality Financial Assistance Funding Guidelines available on ECOLOGY's Water Quality Program funding website.

E. Electronic Fund Transfers: Payment will be issued through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process or electronic fund transfers, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.

F. Equipment Purchase: Equipment purchases over \$5,000 and not included in the scope of work or the Ecology approved construction plans and specifications, must be pre-approved by ECOLOGY's project manager before purchase. All equipment purchases over \$5,000 and not included in a contract for work being completed on the funded project, must also be reported on the Equipment Purchase Report in EAGL.

G. Funding Recognition: The RECIPIENT must inform the public about any ECOLOGY or EPA funding participation in this project through the use of project signs, acknowledgement in published materials, reports, the news media, websites, or other public announcements. Projects addressing site-specific locations must utilize appropriately sized and weather-resistant signs. Contact your Ecology Project Team to determine the appropriate recognition for your project.

H. Growth Management Planning: The RECIPIENT certifies by signing this agreement that it is in compliance with the requirements of Chapter 36.70A RCW, "Growth Management Planning by Selected Counties and Cities." If the status of compliance changes, either through RECIPIENT or legislative action, the RECIPIENT shall notify ECOLOGY in writing of this change within 30 days.

I. Interlocal: The RECIPIENT certifies by signing this agreement that all negotiated interlocal agreements necessary for the project are, or shall be, consistent with the terms of this agreement and Chapter 39.34 RCW, "Interlocal Cooperation Act." The RECIPIENT shall submit a copy of each interlocal agreement necessary for the project to ECOLOGY upon request.

J. Lobbying and Litigation: Costs incurred for the purposes of lobbying or litigation are not eligible for funding under this agreement.

K. Post Project Assessment Survey: The RECIPIENT agrees to participate in a brief survey regarding the key project results or water quality project outcomes and the status of long-term environmental results or goals from the project approximately three years after project completion. A representative from ECOLOGY's Water Quality Program may contact the RECIPIENT to request this data. ECOLOGY may also conduct site interviews and inspections, and may otherwise evaluate the project, as part of this assessment.

L. Project Status Evaluation: ECOLOGY may evaluate the status at any time. ECOLOGY's Project Manager and Financial Manager will meet with the RECIPIENT to review spending trends, completion of outcome measures, and overall project administration and performance. If the RECIPIENT fails to make satisfactory progress toward achieving project outcomes, ECOLOGY may change the scope of work, reduce grant funds, or increase oversight measures.

M. Technical Assistance: Technical assistance for agriculture activities provided under the terms of this agreement shall be consistent with the current U.S. Natural Resource Conservation Service (“NRCS”) Field Office Technical Guide for Washington State and specific requirements outlined in the Water Quality Funding Guidelines. Technical assistance, proposed practices, or project designs that do not meet these standards may be eligible if approved in writing by ECOLOGY.

SECTION 3: CONDITIONS APPLY TO SECTION 319 AND CENTENNIAL CLEAN WATER FUNDED PROJECTS BEING USED TO MATCH SECTION 319 FUNDS.

The RECIPIENT must submit the following documents to ECOLOGY before this agreement is signed by ECOLOGY:

1. Federal Funding Accountability and Transparency Act (FFATA) Form is available on the Water Quality Program website and must be completed and submitted to Ecology. (This form is used for Section 319 (federal) funds only)

2. “Section 319 Initial Data Reporting” form must be completed in EAGL.

A. Data Reporting: The RECIPIENT must complete the “Section 319 Initial Data Reporting” form in EAGL before this agreement can be signed by Ecology. This form is used to gather general information about the project for EPA.

B. Funding Recognition and Outreach: In addition to Section 2.F. of these Special Terms and Conditions, the RECIPIENT shall provide signage that informs the public that the project is funded by EPA. The signage shall contain the EPA logo and follow usage requirements available at <http://www2.epa.gov/stylebook/using-epa-seal-and-logo>. To obtain the appropriate EPA logo or seal graphic file, the RECIPIENT may send a request to their Ecology Financial Manager.

To increase public awareness of projects serving communities where English is not the predominant language, RECIPIENTS are encouraged to provide their outreach strategies communication in non-English languages. Translation costs for this purpose are allowable, provided the costs are reasonable. (Applies to both the Section 319 funded projects and the Centennial match projects)

The RECIPIENT shall use the following paragraph in all reports, documents, and signage developed under this agreement: (Applies to Section 319 funded projects only)

“This project has been funded wholly or in part by the United States Environmental Protection Agency under an assistance agreement to the Washington State Department of Ecology. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does the mention of trade names or commercial products constitute endorsement or recommendation for use.”

C. Load Reduction Reporting: The RECIPIENT shall complete the “Section 319 Annual Load Reduction Reporting” form in EAGL by January 15 of each year and at project close-out. ECOLOGY may hold reimbursements until the RECIPIENT has completed the form. This form is used to gather information on best management practices (BMPs) installed and associated pollutant load reductions that were funded as a part of this project.

D. Time Extension: The RECIPIENT may request a one-time extension for up to 12 months. However, the time extension cannot exceed the time limitation established in EPA’s assistance agreement. In the event a time extension is requested and approved by ECOLOGY, the RECIPIENT must complete all eligible work performed under this agreement by the expiration date. (For Section 319 funded projects only)

SECTION 4: CONDITIONS APPLY TO ALL FEDERAL FUNDING AGREEMENTS, INCLUDING SECTION 319, State Revolving Fund (SRF) Equivalency Projects, and SEWER OVERFLOW AND STORMWATER REUSE MUNICIPAL GRANT (OSG)

A. Acquisitions: RECIPIENTS shall comply with the terms and conditions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 84 Stat. 1894 (1970)--Public Law 91-646, as amended by the Surface

Transportation and Uniform Relocation Assistance Act, PL 100-17-1987, and applicable regulations and procedures of the federal agency implementing that Act.

B. Audit Requirements: In accordance with 2 CFR 200.501(a), the RECIPIENT agrees to obtain a single audit from an independent auditor, if their organization expends \$750,000 or more in total Federal funds in their fiscal year. The RECIPIENT must submit the form SF-SAC and a Single Audit Report Package within 9 months of the end of the fiscal year or 30 days after receiving the report from an independent auditor. The SF-SAC and a Single Audit Report Package MUST be submitted using the Federal Audit Clearinghouse's Internet Data Entry System available at:

<https://facweb.census.gov/>.

C. Archaeological Resources and Historic Properties (Section 106): This requires completion of the Ecology Cultural Resources Review Form, coordination with Ecology Cultural Resources staff, and receipt of the Ecology Final Determination prior to any property acquisition and above and below ground disturbing activities.

D. Architectural and Engineering Services Procurement: The RECIPIENT must procure architectural and engineering services in accordance with the federal requirements in Chapter 11 of Title 40, U.S.C. (see <https://uscode.house.gov/view.xhtml?path=/prelim@title40/subtitle1/chapter11&edition=prelim>).

E Build America, Buy America (BABA – Pub. L. No. 117-58, 70901-52) (Federally funded SRF Equivalency projects only): The RECIPIENT identified by ECOLOGY as receiving federal equivalency funding agrees to comply with all federal requirements applicable to the assistance received (including those imposed by the Infrastructure Investment and Jobs Act ("IIJA"/BIL), Public Law No. 117-58) which the RECIPIENT understands includes, but is not limited to, the following requirements: that all the iron and steel, manufactured products, and construction materials used in the Project are to be produced in the United States ("Build America, Buy America Requirements") unless (i) the RECIPIENT has requested and obtained a waiver from the cognizant Agency pertaining to the Project or the Project is otherwise covered by a general applicability waiver; or (ii) all of the contributing Agencies have otherwise advised the RECIPIENT in writing that the Build America, Buy America Requirements are not applicable to the project.

RECIPIENT shall comply with all record keeping and reporting requirements under all applicable legal authorities, including any reports required by the funding authority (such as EPA and/or a state), such as performance indicators of program deliverables, information on costs and project progress. The RECIPIENT identified by ECOLOGY as receiving federal equivalency funding, understands that (i) each contract and subcontract related to the project is subject to audit by appropriate federal and state entities and (ii) failure to comply with the applicable legal requirements and this Agreement may result in a default hereunder that results in a repayment of the assistance agreement in advance of termination and/or repayment of assistance, and/or other remedial actions.

EPA has granted an adjustment period waiver of the requirements of Section 70914(a) of the BIL, pursuant to Section 70914(b)(1) (public interest waiver), for eligible projects financed by SRF projects that have initiated project design planning prior to May 14, 2022, the statutory effective date of the BABA requirements. This action permits the use of non-domestic manufactured products and construction materials in such projects funded by a Clean Water or Drinking Water SRF that may otherwise be prohibited under the BABA requirements of Section 70914. This action permits the use of non-domestic manufactured products and construction materials in such projects funded by a Clean Water or Drinking Water SRF that may otherwise be prohibited under the BABA requirements of Section 70914. Sections 70917(a) and (b) of BIL provide a savings provision for existing statutory requirements that meet or exceed BABA requirements. The statutory American Iron and Steel (AIS) requirements of Clean Water Act (CWA) Section 608 and Safe Drinking Water Act (SDWA) Section 1452(a)(4) has previously applied to SRF projects and will continue to do so as part of BABA requirements.

Where manufactured products used in the project are required to be produced in the United States, manufactured product shall mean manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation. The manufactured products included cover the majority of potential water infrastructure products, including complex products made up of

a variety of material types and components. For water infrastructure projects, commonly manufactured products would include, but not be limited to, pumps, motors, blowers, aerators, generators, instrumentation and control systems, gauges, meters, measurement equipment, treatment equipment, dewatering equipment, actuators, and many other mechanical and electrical items.

F. Disadvantaged Business Enterprise (DBE): General Compliance, 40 CFR, Part 33. The RECIPIENT agrees to comply with the requirements of the Environmental Protection Agency's Program for Utilization of Small, Minority, and Women's Business Enterprises (MBE/WBE) 40CFR, Part 33 in procurement under this agreement.

Six Good Faith Efforts, 40 CFR, Part 33, Subpart C. The RECIPIENT agrees to make the following good faith efforts whenever procuring construction, equipment, services, and supplies under this agreement. Records documenting compliance with the following six good faith efforts shall be retained:

- 1) Ensure Disadvantaged Business Enterprises are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government RECIPIENTS, this shall include placing Disadvantaged Business Enterprises on solicitation lists and soliciting them whenever they are potential sources.
- 2) Make information on forthcoming opportunities available to Disadvantaged Business Enterprises and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by Disadvantaged Business Enterprises in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of thirty (30) calendar days before the bid or proposal closing date.
- 3) Consider, in the contracting process, whether firms competing for large contracts could subcontract with Disadvantaged Business Enterprises. For Indian Tribal, State, and Local Government RECIPIENTS, this shall include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by Disadvantaged Business Enterprises in the competitive process.
- 4) Encourage contracting with a consortium of Disadvantaged Business Enterprises when a contract is too large for one of these firms to handle individually.
- 5) Use services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- 6) If the prime contractor awards subcontracts, require the prime contractor to take the five good faith efforts steps in paragraphs 1 through 5 above.

The RECIPIENT agrees to submit ECOLOGY's Contractor Participation Report Form D with each payment request.

Contract Administration Provisions, 40 CFR, Section 33.302. The RECIPIENT agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

Non-discrimination Provision. The RECIPIENT shall not discriminate on the basis of race, color, national origin, or sex in the performance of this agreement. The RECIPIENT shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the RECIPIENT to carry out these requirements is a material breach of this agreement which may result in the termination of this contract or other legally available remedies.

This does not preclude the RECIPIENT from enacting broader nondiscrimination protections.

The RECIPIENT shall comply with all federal and state nondiscrimination laws, including but not limited to, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and Chapter 49.60 RCW, Washington's Law Against Discrimination, and 42 U.S.C. 12101 et seq, the Americans with Disabilities Act (ADA).

In the event of the RECIPIENT's noncompliance or refusal to comply with any applicable nondiscrimination law, regulation, or policy, this agreement may be rescinded, canceled, or terminated in whole or in part and the RECIPIENT may be declared ineligible for further funding from ECOLOGY. The RECIPIENT shall, however, be given a reasonable time in which to cure this noncompliance.

The RECIPIENT shall include the following terms and conditions in contracts with all contractors, subcontractors, engineers, vendors, and any other entity for work or services pertaining to this agreement.

"The Contractor will not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor will carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under Environmental Protection Agency financial agreements. Failure by the Contractor to carry out these requirements is a material breach of this Contract which may result in termination of this Contract or other legally available remedies."

Bidder List, 40 CFR, Section 33.501(b) and (c). The RECIPIENT agrees to create and maintain a bidders list. The bidders list shall include the following information for all firms that bid or quote on prime contracts, or bid or quote subcontracts, including both MBE/WBEs and non-MBE/WBEs.

1. Entity's name with point of contact
2. Entity's mailing address, telephone number, and e-mail address
3. The procurement on which the entity bid or quoted, and when
4. Entity's status as an MBE/WBE or non-MBE/WBE

G. Electronic and information Technology (EIT) Accessibility: RECIPIENTS shall ensure that loan funds provided under this agreement for costs in the development or purchase of EIT systems or products provide individuals with disabilities reasonable accommodations and an equal and effective opportunity to benefit from or participate in a program, including those offered through electronic and information technology as per Section 504 of the Rehabilitation Act, codified in 40 CFR Part 7. Systems or products funded under this agreement must be designed to meet the diverse needs of users without barriers or diminished function or quality. Systems shall include usability features or functions that accommodate the needs of persons with disabilities, including those who use assistive technology.

H. Federal Funding Accountability and Transparency Act (FFATA) Form, available on the Water Quality Program website.

I. Hotel-Motel Fire Safety Act: The RECIPIENT shall ensure that all space for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (15 USC 2225a, PL 101-391, as amended). Recipients may search the Hotel-Motel National Master List at <http://www.usfa.dhs.gov/applications/hotel/> to see if a property is in compliance, or to find other information about the Act. Pursuant to 15 USC 2225a.

J. Prevailing Wage (Davis-Bacon Act): The RECIPIENT agrees, by signing this agreement, to comply with the Davis-Bacon Act prevailing wage requirements. This applies to the construction, alteration, and repair of treatment works carried out, in whole or in part, with assistance made available by the State Revolving Fund as authorized by Section 513, title VI of the Federal Water Pollution Control Act (33 U.S.C. 1372). Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

The RECIPIENT shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes, or other methods for soliciting contracts (solicitation). These wage determinations shall be incorporated into solicitations and any subsequent contracts. The RECIPIENT shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and subcontracts more than \$2,000. The RECIPIENT shall maintain records sufficient to document compliance with the Davis-Bacon Act and make such records available for review upon request. Wage determinations and instructions for their use can be found at <https://sam.gov/>.

The RECIPIENT also agrees, by signing this agreement, to comply with State Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable. Compliance may include the determination whether the project involves “public work” and inclusion of the applicable prevailing wage rates in the bid specifications and contracts. The RECIPIENT agrees to maintain records sufficient to evidence compliance with Chapter 39.12 RCW and make such records available for review upon request. Where conflicts arise between the State prevailing wage rates and Davis-Bacon Act prevailing wage requirements the more stringent requirement shall govern. Washington State prevailing wage rates can be found at <https://www.lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>

K. Trafficking in Persons: The RECIPIENT and RECIPIENT employees that are private entities shall not engage in forms of trafficking in persons. This includes, but is not limited to, the procurement of a commercial sex act or forced labor. The RECIPIENT shall notify ECOLOGY immediately of any information received from any source alleging a violation under this provision.

L. Unique Entity Identity Identifier (UEI): The RECIPIENT agrees to register with and make their registration public in the System for Award Management (SAM.gov). The RECIPIENT will be assigned a UEI and agree to include their UEI Number under their organization’s information in EAGL. The UEI number must be entered into EAGL before a funding agreement is signed.

SECTION 5: CONDITIONS APPLY TO STATE REVOLVING FUND (SRF) LOAN FUNDED PROJECTS ONLY.

The RECIPIENT must submit the following documents/forms to ECOLOGY before this agreement is signed by ECOLOGY:

1. Financial Capability Assessment Documentation (upon request)
2. Opinion of RECIPIENT’s Legal Council – Form available on the Ecology website must be completed and uploaded to the General Uploads form in EAGL.
3. Authorizing Ordinance or Resolution – Must be uploaded to the General Uploads form in EAGL.
4. Federal Funding Accountability and Transparency Act (FFATA) Form (Required for all federally funded SRF Equivalency projects – Form available on the Ecology website must be completed and uploaded to the General Uploads form in EAGL.
5. CWSRF Federal Reporting Information form – Must be completed in EAGL.
6. Fiscal Sustainability Plan (Asset Management) Certification Form (Only required if the project includes construction of a wastewater or stormwater facility construction) – Must be completed in EAGL.
7. Cost and Effectiveness Analysis Certification Form (Required for all projects receiving SRF Loan funding) – Must be completed in EAGL.
8. State Environmental Review Process (SERP) Documentation (Required for treatment works projects only) – Must be uploaded to the Environmental and Cultural Review form in EAGL.

A. Alteration and Eligibility of Project: During the term of this agreement, the RECIPIENT (1) shall not materially alter the design or structural character of the project without the prior written approval of ECOLOGY and (2) shall take no action which would adversely affect the eligibility of the project as defined by applicable funding program rules and state statutes, or which would cause a violation of any covenant, condition, or provision herein.

B. American Iron and Steel (Buy American – P.L 113-76, Consolidated Appropriations Act 2014, Section 436): This loan provision applies to projects for the construction, alteration, maintenance, or repair of a “treatment works” as defined in the Federal Water Pollution Control Act (33 USC 1381 et seq.) The RECIPIENT shall ensure that all iron and steel products used in the project are produced in the United States. Iron and Steel products means the following products made primarily of iron or steel: lined or unlined pipes and fittings, manhole covers and other municipal castings,

hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials. The RECIPIENT may request waiver from this requirement from the Administrator of the Environmental Protection Agency. The RECIPIENT must coordinate all waiver requests through ECOLOGY. This provision does not apply if the engineering plans and specifications for the project were approved by ECOLOGY prior to January 17, 2014. ECOLOGY reserves the right to request documentation of RECIPIENT'S compliance with this provision.

C. Authority of RECIPIENT: This agreement is authorized by the Constitution and laws of the state of Washington, including the RECIPIENT's authority, and by the RECIPIENT pursuant to the authorizing ordinance or resolution. The RECIPIENT shall submit a copy of the authorizing ordinance or resolution to the ECOLOGY Financial Manager before this agreement shall be signed by ECOLOGY.

D. Equivalency Projects: ECOLOGY designated equivalency project and alternative designated equivalency project RECIPIENTS agree to accept federal funds and the federal requirements that accompany the funds. This includes all the requirements in Section 4 and this Section.

E. Fiscal Sustainability Plan Certification: The RECIPIENT shall submit a completed Fiscal Sustainability Plan Certification before this agreement is signed by ECOLOGY. The Fiscal Sustainability Plan Certification is available from the ECOLOGY Financial Manager or on the Water Quality Program website.

F. Funding Recognition and Outreach: The RECIPIENT agrees to comply with the EPA SRF Signage Guidance to enhance public awareness of EPA assistance agreements nationwide. Signage guidance can be found at: <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans/Find-a-grant-or-loan/Water-Quality-grants-and-loans/Facility-project-resources>.

G. Insurance: The RECIPIENT shall at all times carry fire and extended insurance coverage, public liability, and property damage, and such other forms of insurance with responsible insurers and policies payable to the RECIPIENT on such of the buildings, equipment, works, plants, facilities, and properties of the Utility as are ordinarily carried by municipal or privately-owned utilities engaged in the operation of like systems, and against such claims for damages as are ordinarily carried by municipal or privately-owned utilities engaged in the operation of like systems, or it shall self-insure or participate in an insurance pool or pools with reserves adequate, in the reasonable judgment of the RECIPIENT, to protect it against loss.

H. Litigation Authority: No litigation is now pending, or to the RECIPIENT's knowledge, threatened, seeking to restrain, or enjoin:

- (i) the execution of this agreement; or
- (ii) the fixing or collection of the revenues, rates, and charges or the formation of the ULID and the levy and collection of ULID Assessments therein pledged to pay the principal of and interest on the loan (for revenue secured lien obligations); or
- (iii) the levy and collection of the taxes pledged to pay the principal of and interest on the loan (for general obligation-secured loans and general obligation payable from special-assessment-secured loans); or
- (iv) in any manner questioning the proceedings and authority under which the agreement, the loan, or the project are authorized. Neither the corporate existence, or boundaries of the RECIPIENT nor the title of its present officers to their respective offices is being contested. No authority or proceeding for the execution of this agreement has been repealed, revoked, or rescinded.

I. Loan Interest Rate and Terms: This loan agreement shall remain in effect until the date of final repayment of the loan, unless terminated earlier according to the provisions herein.

When the Project Completion Date has occurred, ECOLOGY and the RECIPIENT shall execute an amendment to this loan agreement which details the final loan amount (Final Loan Amount), and ECOLOGY shall prepare a final loan repayment schedule. The Final Loan Amount shall be the combined total of actual disbursements made on the loan and all accrued

interest to the computation date.

The Estimated Loan Amount and the Final Loan Amount (in either case, as applicable, a "Loan Amount") shall bear interest based on the interest rate identified in this agreement as the "Effective Interest Rate," per annum, calculated on the basis of a 365-day year. Interest on the Estimated Loan Amount shall accrue from and be compounded monthly based on the date that each payment is mailed to the RECIPIENT. The Final Loan Amount shall be repaid in equal installments, semiannually, over the term of this loan "Loan Term" as outlined in this agreement.

J. Loan Repayment:

Sources of Loan Repayment

1. Nature of RECIPIENT's Obligation. The obligation of the RECIPIENT to repay the loan from the sources identified below and to perform and observe all other agreements and obligations on its part, contained herein, shall be absolute and unconditional, and shall not be subject to diminution by setoff, counterclaim, or abatement of any kind. To secure the repayment of the loan from ECOLOGY, the RECIPIENT agrees to comply with all the covenants, agreements, and attachments contained herein.

2. For General Obligation. This loan is a General Obligation Debt of the RECIPIENT.

3. For General Obligation Payable from Special Assessments. This loan is a General Obligation Debt of the RECIPIENT payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the RECIPIENT on all the taxable property within the boundaries of the RECIPIENT.

4. For Revenue-Secured: Lien Position. This loan is a Revenue-Secured Debt of the RECIPIENT's Utility. This loan shall constitute a lien and charge upon the Net Revenue junior and subordinate to the lien and charge upon such Net Revenue of any Senior Lien Obligations.

In addition, if this loan is also secured by Utility Local Improvement Districts (ULID) Assessments, this loan shall constitute a lien upon ULID Assessments in the ULID prior and superior to any other charges whatsoever.

5. Other Sources of Repayment. The RECIPIENT may repay any portion of the loan from any funds legally available to it.

6. Defeasance of the Loan. So long as ECOLOGY shall hold this loan, the RECIPIENT shall not be entitled to, and shall not affect, an economic Defeasance of the loan. The RECIPIENT shall not advance refund the loan.

If the RECIPIENT defeases or advance refunds the loan, it shall be required to use the proceeds thereof immediately upon their receipt, together with other available RECIPIENT funds, to repay both of the following:

(i) The Loan Amount with interest

(ii) Any other obligations of the RECIPIENT to ECOLOGY under this agreement, unless in its sole discretion ECOLOGY finds that repayment from those additional sources would not be in the public interest.

Failure to repay the Loan Amount plus interest within the time specified in ECOLOGY's notice to make such repayment shall incur Late Charges and shall be treated as a Loan Default.

7. Refinancing or Early Repayment of the Project. So long as ECOLOGY shall hold this loan, the RECIPIENT shall give ECOLOGY thirty days written notice if the RECIPIENT intends to refinance or make early repayment of the loan.

Method and Conditions on Repayments

1. Semiannual Payments. Notwithstanding any other provision of this agreement, the first semiannual payment of principal and interest on this loan shall be due and payable no later than one year after the

project completion date or initiation of operation date, whichever comes first.

Thereafter, equal payments shall be due every six months.

If the due date for any semiannual payment falls on a Saturday, Sunday, or designated holiday for Washington State agencies, the payment shall be due on the next business day for Washington State agencies.

Payments shall be mailed to:

Department of Ecology
Cashiering Unit
P.O. Box 47611
Olympia WA 98504-7611

In lieu of mailing payments, electronic fund transfers can be arranged by working with ECOLOGY's Financial Manager.

No change to the amount of the semiannual principal and interest payments shall be made without a mutually signed amendment to this agreement. The RECIPIENT shall continue to make semiannual payments based on this agreement until the amendment is effective, at which time the RECIPIENT's payments shall be made pursuant to the amended agreement.

2. Late Charges. If any amount of the Final Loan Amount or any other amount owed to ECOLOGY pursuant to this agreement remains unpaid after it becomes due and payable, ECOLOGY may assess a late charge. The late charge shall be one percent per month on the past due amount starting on the date the debt becomes past due and until it is paid in full.

3. Repayment Limitations. Repayment of the loan is subject to the following additional limitations, among others: those on defeasance, refinancing and advance refunding, termination, and default and recovery of payments.

4. Prepayment of Loan. So long as ECOLOGY shall hold this loan, the RECIPIENT may prepay the entire unpaid principal balance of and accrued interest on the loan or any portion of the remaining unpaid principal balance of the Loan Amount. Any prepayments on the loan shall be applied first to any accrued interest due and then to the outstanding principal balance of the Loan Amount. If the RECIPIENT elects to prepay the entire remaining unpaid balance and accrued interest, the RECIPIENT shall first contact ECOLOGY's Revenue/Receivable Manager of the Fiscal Office.

K. Loan Security

Due Regard: For loans secured with a Revenue Obligation: The RECIPIENT shall exercise due regard for Maintenance and Operation Expense and the debt service requirements of the Senior Lien Obligations and any other outstanding obligations pledging the Gross Revenue of the Utility, and it has not obligated itself to set aside and pay into the loan Fund a greater amount of the Gross Revenue of the Utility than, in its judgment, shall be available over and above such Maintenance and Operation Expense and those debt service requirements.

Where collecting adequate gross utility revenue requires connecting additional users, the RECIPIENT shall require the sewer system connections necessary to meet debt obligations and expected operation and maintenance expenses.

Levy and Collection of Taxes (if used to secure the repayment of the loan): For so long as the loan is outstanding, the RECIPIENT irrevocably pledges to include in its budget and levy taxes annually within the constitutional and statutory tax limitations provided by law without a vote of its electors on all of the taxable property within the boundaries of the RECIPIENT in an amount sufficient, together with other money legally available and to be used therefore, to pay when due the principal of and interest on the loan, and the full faith, credit and resources of the RECIPIENT are pledged irrevocably for the annual levy and collection of those taxes and the prompt payment of that principal and interest.

Not an Excess Indebtedness: For loans secured with a general obligation pledge or a general obligation pledge on special assessments: The RECIPIENT agrees that this agreement and the loan to be made do not create an indebtedness of the RECIPIENT in excess of any constitutional or statutory limitations.

Pledge of Net Revenue and ULID Assessments in the ULID (if used to secure the repayment of this loan): For so long as the loan is outstanding, the RECIPIENT irrevocably pledges the Net Revenue of the Utility, including applicable ULID Assessments in the ULID, to pay when due the principal of and interest on the loan.

Utility Local Improvement District (ULID) Assessment Collection (if used to secure the repayment of the loan): All ULID Assessments in the ULID shall be paid into the Loan Fund and used to pay the principal of and interest on the loan.

L. Maintenance and Operation of a Funded Utility: The RECIPIENT shall, at all times, maintain and keep the funded Utility in good repair, working order, and condition.

M. Opinion of RECIPIENT's Legal Counsel: The RECIPIENT must submit an "Opinion of Legal Counsel to the RECIPIENT" to ECOLOGY before this agreement will be signed. ECOLOGY will provide the form.

N. Prevailing Wage (Davis-Bacon Act): The RECIPIENT agrees, by signing this agreement, to comply with the Davis-Bacon Act prevailing wage requirements. This applies to the construction, alteration, and repair of treatment works carried out, in whole or in part, with assistance made available by the State Revolving Fund as authorized by Section 513, title VI of the Federal Water Pollution Control Act (33 U.S.C. 1372). Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

The RECIPIENT shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes, or other methods for soliciting contracts (solicitation). These wage determinations shall be incorporated into solicitations and any subsequent contracts. The RECIPIENT shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and subcontracts more than \$2,000. The RECIPIENT shall maintain records sufficient to document compliance with the Davis-Bacon Act and make such records available for review upon request.

The RECIPIENT also agrees, by signing this agreement, to comply with State Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable. Compliance may include the determination whether the project involves "public work" and inclusion of the applicable prevailing wage rates in the bid specifications and contracts. The RECIPIENT agrees to maintain records sufficient to evidence compliance with Chapter 39.12 RCW and make such records available for review upon request.

O. Progress Reports: RECIPIENTS funded with State Revolving Fund Loan or Forgivable Principal shall include the following verification statement in the "General Comments" text box of each progress report.

"We verified that we are in compliance with all the requirements as outlined in our funding agreement(s) with the Department of Ecology. This includes but is not limited to:

- The Davis-Bacon Act, 29 CFR , prevailing wage requirements, certified weekly payroll, etc.
- The Disadvantaged Business Enterprise (DBE), 40 CFR, Part 33
- The American Iron and Steel Act (Buy American)
- The Build America Buy America Act (BABA) (equivalency projects only)"

P. Representations and Warranties: The RECIPIENT represents and warrants to ECOLOGY as follows:

Application: Material Information. All information and materials submitted by the RECIPIENT to ECOLOGY in connection with its loan application were, when made, and are, as of the date the RECIPIENT signs this agreement, true and correct. There is no material adverse information relating to the RECIPIENT, the project, the loan, or this agreement known to the RECIPIENT, which has not been disclosed in writing to ECOLOGY.

Existence; Authority. It is a duly formed and legally existing municipal corporation or political subdivision of the

state of Washington or a federally recognized Indian Tribe. It has full corporate power and authority to execute, deliver, and perform all of its obligations under this agreement and to undertake the project identified herein.

Certification. Each payment request shall constitute a certification by the RECIPIENT to the effect that all representations and warranties made in this loan agreement remain true as of the date of the request and that no adverse developments, affecting the financial condition of the RECIPIENT or its ability to complete the project or to repay the principal of or interest on the loan, have occurred since the date of this loan agreement. Any changes in the RECIPIENT's financial condition shall be disclosed in writing to ECOLOGY by the RECIPIENT in its request for payment.

Q. Sale or Disposition of Funded Utility: The RECIPIENT shall not sell, transfer, or otherwise dispose of any of the works, plant, properties, facilities, or other part of the funded Utility or any real or personal property comprising a part of the funded Utility unless:

1. The facilities or property transferred are not material to the operation of the funded Utility, or have become unserviceable, inadequate, obsolete, or unfit to be used in the operation of the funded Utility or are no longer necessary, material, or useful to the operation of the funded Utility; or
2. The aggregate depreciated cost value of the facilities or property being transferred in any fiscal year comprises no more than three percent of the total assets of the funded Utility; or
3. The RECIPIENT receives from the transferee an amount equal to an amount which will be in the same proportion to the net amount of Senior Lien Obligations and this LOAN then outstanding (defined as the total amount outstanding less the amount of cash and investments in the bond and loan funds securing such debt) as the Gross Revenue of the funded Utility from the portion of the funded Utility sold or disposed of for the preceding year bears to the total Gross Revenue for that period.
4. Expressed written agreement by the ECOLOGY. The proceeds of any transfer under this paragraph must be used (1) to redeem promptly, or irrevocably set aside for the redemption of, Senior Lien Obligations and to redeem promptly the loan, and (2) to provide for part of the cost of additions to and betterments and extensions of the Utility.

R. Sewer-Use Ordinance or Resolution for Funded Wastewater Facility Projects: If not already in existence, the RECIPIENT shall adopt and shall enforce a sewer-use ordinance or resolution. Such ordinance or resolution shall be submitted to ECOLOGY upon request.

The sewer use ordinance must include provisions to:

- 1) Prohibit the introduction of toxic or hazardous wastes into the RECIPIENT's sewer system.
- 2) Prohibit inflow of stormwater into separated sewer systems.
- 3) Require that new sewers and connections be properly designed and constructed.

S. Termination and Default:

Termination and Default Events

1. For Insufficient ECOLOGY or RECIPIENT Funds. ECOLOGY may terminate this loan agreement for insufficient ECOLOGY or RECIPIENT funds.
2. For Failure to Commence Work. ECOLOGY may terminate this loan agreement for failure of the RECIPIENT to commence project work.
3. Past Due Payments. The RECIPIENT shall be in default of its obligations under this loan agreement when any loan repayment becomes 60 days past due.

4. Other Cause. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance in full by the RECIPIENT of all its obligations under this loan agreement. The RECIPIENT shall be in default of its obligations under this loan agreement if, in the opinion of ECOLOGY, the RECIPIENT has unjustifiably failed to perform any obligation required of it by this loan agreement.

Procedures for Termination. If this loan agreement is terminated prior to project completion, ECOLOGY shall provide to the RECIPIENT a written notice of termination at least five working days prior to the effective date of termination (the "Termination Date"). The written notice of termination by the ECOLOGY shall specify the Termination Date and, when applicable, the date by which the RECIPIENT must repay any outstanding balance of the loan and all accrued interest (the "Termination Payment Date").

Termination and Default Remedies

No Further Payments. On and after the Termination Date, or in the event of a default event, ECOLOGY may, at its sole discretion, withdraw the loan and make no further payments under this agreement.

Repayment Demand. In response to an ECOLOGY initiated termination event, or in response to a loan default event, ECOLOGY may at its sole discretion demand that the RECIPIENT repay the outstanding balance of the Loan Amount and all accrued interest.

Interest after Repayment Demand. From the time that ECOLOGY demands repayment of funds, amounts owed by the RECIPIENT to ECOLOGY shall accrue additional interest at the rate of one percent per month, or fraction thereof.

Accelerate Repayments. In the event of a default, ECOLOGY may, in its sole discretion, declare the principal of and interest on the loan immediately due and payable, subject to the prior lien and charge of any outstanding Senior Lien Obligation upon the Net Revenue. That is, the loan is not subject to acceleration so long as any Senior Lien Obligations are outstanding. Repayments not made immediately upon such acceleration will incur Late Charges.

Late Charges. All amounts due to ECOLOGY and not paid by the RECIPIENT by the Termination Payment Date or after acceleration following a default event, as applicable, shall incur late charges.

Intercept State Funds. In the event of a default event and in accordance with Chapter 90.50A.060 RCW, "Defaults," any state funds otherwise due to the RECIPIENT may, at ECOLOGY's sole discretion, be withheld and applied to the repayment of the loan.

Property to ECOLOGY. In the event of a default event and at the option of ECOLOGY, any personal property (equipment) acquired under this agreement may, in ECOLOGY's sole discretion, become ECOLOGY's property. In that circumstance, ECOLOGY shall reduce the RECIPIENT's liability to repay money by an amount reflecting the fair value of such property.

Documents and Materials. If this agreement is terminated, all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the RECIPIENT shall, at the option of ECOLOGY, become ECOLOGY property. The RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Collection and Enforcement Actions. In the event of a default event, the state of Washington reserves the right to take any actions it deems necessary to collect the amounts due, or to become due, or to enforce the performance and observance of any obligation by the RECIPIENT, under this agreement.

Fees and Expenses. In any action to enforce the provisions of this agreement, reasonable fees and expenses of attorneys and other reasonable expenses (including, without limitation, the reasonably allocated costs of legal staff) shall be awarded to the prevailing party as that term is defined in Chapter 4.84.330 RCW.

Damages. Notwithstanding ECOLOGY's exercise of any or all the termination or default remedies provided in this agreement, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and/or the state of Washington because of any breach of this agreement by the RECIPIENT. ECOLOGY may withhold

payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

T. User-Charge System for Funded Utilities: The RECIPIENT certifies that it has the legal authority to establish and implement a user-charge system and shall adopt a system of user-charges to assure that each user of the funded utility shall pay its proportionate share of the cost of operation and maintenance, including replacement during the design life of the project. The user-charge system will include provisions for a connection charge.

In addition, the RECIPIENT shall regularly evaluate the user-charge system, at least annually, to ensure the system provides adequate revenues necessary to operate and maintain the funded utility, to establish reserves to pay for replacement, and to repay the loan.

GENERAL FEDERAL CONDITIONS

If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.

A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION:

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in www.sam.gov <<http://www.sam.gov>> within 30 days of agreement signature. The FFATA information will be available to the public at www.usaspending.gov <<http://www.usaspending.gov>>.

For more details on FFATA requirements, see www.fsr.gov <<http://www.fsr.gov>>.

C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

- As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
 1. Procure or obtain;
 2. Extend or renew a contract to procure or obtain; or
 3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf) <<https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](https://sam.gov/SAM/) <<https://sam.gov/SAM/>> exclusion list.

ECOLOGY GENERAL TERMS AND CONDITIONS

1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://apps.ecology.wa.gov/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:

- Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.

* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.

- For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).

b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
- Make the IDP readily available to anyone working at the project site.

- Discuss the IDP with staff, volunteers, and contractors working at the project site.
- Implement the IDP when Cultural Resources or human remains are found at the project site.

c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.

d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.

e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

7. COMPENSATION

a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.

b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.

c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.

d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.

e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.

f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.

g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.

h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.

i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review.

The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at: <https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

20. PROGRESS REPORTING

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.
- e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
 - 1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
 - 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
- b) Be kept in a common file to facilitate audits and inspections.
- c) Clearly indicate total receipts and expenditures related to this Agreement.
- d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.

RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.

b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing, <https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

28. TERMINATION

a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Failure to Commence Work. ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

Non-Performance. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Non-Allocation of Funds. ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments.

If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of Terms and Conditions

City of College Place, Washington
RESOLUTION NO. 24-042

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
REGARDING ACCEPTANCE OF GRANT AGREEMENT & AUTHORIZING CITY ADMINISTRATOR TO
SIGN STATE DEPARTMENT OF ECOLOGY WATER QUALITY COMBINED FINANCIAL ASSISTANCE
AGREEMENT (WQC-2024-COPIED-00220 FOR PUBLIC WORKS YARD STORMWATER
IMPROVEMENTS**

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 the Public Works Yard Stormwater Improvements at Thompson Creek since its Capital Facility Plan from 2019, and

Whereas, the City successfully pursued grant dollars from the State of Washington Department of Ecology Water Quality Combined Financial Assistance Account back in 2023, and

Whereas, it took until now to get the grant agreement due to lack of staff/project workload backlog at the State of Washington Department of Ecology, and

Whereas, agreement timelines were adjusted to account for this backlog, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Accept and authorize City Administrator to sign agreement WQC-2024-CoPIED-00220 which provides (\$285,000 out of \$300,000 project total) grant dollars for Public Works Yard Stormwater Improvements at Thompson Creek.

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.

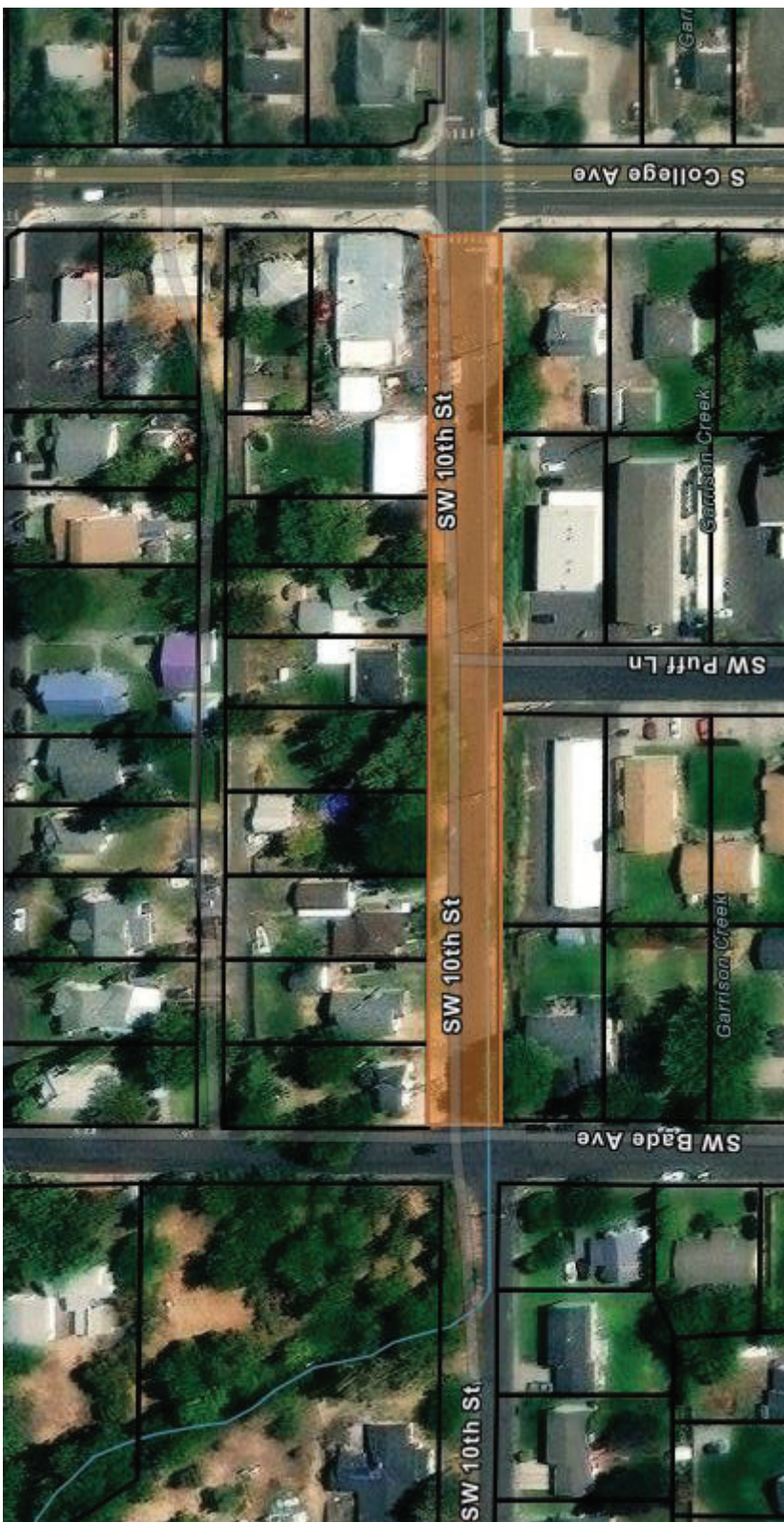
Effective Date. This resolution shall take effect and be in full force upon its passage as provided by law.

PASSED by the City Council of the City of College Place, Washington, this 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk





Agreement WQC-2024-CoPIED-00138

WATER QUALITY COMBINED FINANCIAL ASSISTANCE AGREEMENT

BETWEEN THE STATE OF WASHINGTON DEPARTMENT OF ECOLOGY

AND

The City of College Place

This is a binding Agreement entered into by and between the State of Washington, Department of Ecology, hereinafter referred to as "ECOLOGY" and the City of College Place, hereinafter referred to as the "RECIPIENT" to carry out with the provided funds, the activities described herein.

GENERAL INFORMATION

Project Title:	SW 10th Street Stormwater Improvements
Total Cost:	\$ 150,000.00
Total Eligible Cost:	\$ 150,000.00
Ecology Share:	\$ 142,500.00
Recipient Share:	\$ 7,500.00
The Effective Date of this Agreement is:	07/01/2023
The Expiration Date of this Agreement is no later than:	3/31/2026
Project Type:	Stormwater (Facility)

Project Short Description: (500-character limit, includes spaces)

This project will improve water quality in Garrison Creek through installation of water quality treatment BMPs at SW 10th Street in the City of College Place. This project will provide basic treatment and will also reduce flows to Garrison Creek by increasing stormwater infiltration.

Project Long Description: (4,000-character limit, includes spaces)

This project will develop stormwater treatment infrastructure along 10th Street in College Place, covering a 10-acre area evenly split between pervious and impervious surfaces. Identified as a priority in the 2020 Stormwater Master Plan, it addresses 1,200 linear feet of roadway where runoff sheet flows directly into Garrison Creek, which runs in an open channel on the south side of 10th Street. The project will focus on removing total suspended solids (TSS) to improve water quality in Garrison Creek and the Walla Walla River.

The Environmental Protection Agency (EPA) has listed the Walla Walla River basin under Section 303(d) of the Clean Water Act for not meeting recreational water quality standards. A Total Maximum Daily Load (TMDL) has been set for

the river and its tributaries, including Garrison Creek. The Walla Walla River supports species such as spring Chinook salmon, summer steelhead, and bull trout, highlighting its ecological importance. Additionally, the river provides wildlife habitat, recreational opportunities, and water supply, contributing significantly to the community's value.

Overall Goal: (1,000-character limit, includes spaces)

This project will help protect and restore water quality in Washington state by reducing stormwater impacts from existing infrastructure and development.

RECIPIENT INFORMATION

Organization Name: City of College Place

Mailing Address: 625 S College Ave College Place, WA 99324

Physical Address: 625 S College Ave College Place, WA 99324

Organization Email: rmcandrews@cpwa.us

Contacts

Project Manager	Robert McAndrews Public Works Director 625 S College Ave College Place, WA 99324 rmcandrews@cpwa.us (509) 394-8528
Authorized Signatory	Michael Rizzitiello City Administrator 625 S College Ave College Place, WA 99324 mrizzitiello@cpwa.us (509) 394-8506 (509) 529-1200
Billing Contact	Brian Carleton Finance Director 625 S College Ave College Place, WA 99324 bcarleton@cpwa.us (509) 394-8507

ECOLOGY INFORMATION

Mailing Address: Department of Ecology
Water Quality
PO BOX 47600
Olympia, WA 98504-7600

Physical Address: Department of Ecology
300 Desmond Drive SE
Lacey, WA 98503

Contacts

Project Manager	Shilo Sprouse 4601 N. Monroe St Spokane, WA 99205 shilo.sprouse@ecy.wa.gov 509-862-8584
Financial Manager	Joe Kinerk 300 Desmond Dr SE Lacey, WA 98503 joek461@ecy.wa.gov (360) 742-2875
Technical Advisor	Mark Melton PO Box 47600 Olympia, Washington 98504-7600 mmel461@ecy.wa.gov 360-701-5580

RECIPIENT agrees to furnish the necessary personnel, equipment, materials, services, and otherwise do all things necessary for or incidental to the performance of work as set forth in the Scope of Work.

RECIPIENT agrees to read, understand, and accept all information contained within this entire Agreement. Furthermore, RECIPIENT acknowledges that they have reviewed the terms and conditions of this Agreement, Scope of Work, attachments, all incorporated or referenced documents, as well as all applicable laws, statutes, rules, regulations, and guidelines mentioned in this agreement.

This Agreement contains the entire understanding between the parties, and there are no other understandings or representations other than as set forth, or incorporated by reference, herein.

This Agreement shall be subject to the written approval of Ecology's authorized representative and shall not be binding until so approved.

The signatories to this Agreement represent that they have the authority to execute this Agreement.

Washington State Department of Ecology

City of College Place

Vincent McGowan
Water Quality
Program Manager

Date

Mike Rizzitello
City Administrator

Date

SCOPE OF WORK

Task Number: 1

Task Cost: \$0

Task Title: Grant and Loan Administration

Task Description:

A. The RECIPIENT shall carry out all work necessary to meet ECOLOGY grant or loan administration requirements. Responsibilities include, but are not limited to: maintenance of project records; submittal of requests for reimbursement and corresponding backup documentation; progress reports; an EAGL (Ecology Administration of Grants and Loans) and Recipient Close Out Report. In the event that the RECIPIENT elects to use a contractor to complete project elements, the RECIPIENT shall retain responsibility for the oversight and management of this funding agreement.

B. The RECIPIENT shall keep documentation that demonstrates the project is in compliance with applicable procurement, contracting, and interlocal agreement requirements; permitting requirements, including application for, receipt of, and compliance with all required permits, licenses, easements, or property rights necessary for the project; and submittal of required performance items. This documentation shall be made available to ECOLOGY upon request.

C. The RECIPIENT shall maintain effective communication with ECOLOGY and maintain up-to-date staff contact information in the EAGL system. The RECIPIENT shall carry out this project in accordance with any completion dates outlined in this agreement.

Task Goal Statement:

Properly managed and fully documented project that meets ECOLOGY's grant and loan administrative requirements.

Task Expected Outcome:

* Timely and complete submittal of requests for reimbursement, quarterly progress reports, and Recipient Close Out Report.

* Properly maintained project documentation.

Grant and Loan Administration Deliverables

Number	Description	Due Date
1.1	Progress Reports that include descriptions of work accomplished, project challenges, and changes in the project schedule. Submitted at least quarterly.	
1.2	Recipient Close Out Report (EAGL Form).	
1.3	Two-page Outcome Summary Report	

SCOPE OF WORK

Task Number: 2

Task Cost: \$10,000

Task Title: Cultural and Environmental Review, and Permitting

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

- A. The RECIPIENT will submit the documents listed below to initiate ECOLOGY's cultural resources review. Property acquisition and above and below ground activities proposed at any project site must be reviewed by ECOLOGY for potential affects to cultural resources.

The RECIPIENT must receive written notice from ECOLOGY prior to proceeding with work. Examples of work may include (but are not limited to) geotechnical work, acquisition, site prep work, and BMP installations. Work done prior to written notice to proceed shall not be eligible for reimbursement.

1. The RECIPIENT will submit the Cultural Resources Review Form to ECOLOGY, using the ECOLOGY template. Any supporting materials must conform to the Department of Archeology and Historic Preservation's (DAHP) Washington State Standards for Cultural Resource Reporting. The Cultural Resources Review Form template may be found on the ECOLOGY website.
 2. The RECIPIENT will submit an Inadvertent Discovery Plan (IDP) to ECOLOGY, using the ECOLOGY template. The RECIPIENT will ensure that all contractors and subcontractors have a copy of the completed IDP prior to and while working on-site. The IDP template may be found on the ECOLOGY website.
- B. The RECIPIENT will submit the State Environmental Policy Act (SEPA) checklist for ECOLOGY project manager review and notify the ECOLOGY project manager when the official comment period begins. The RECIPIENT will also upload the final SEPA determination.
- C. The RECIPIENT is responsible for application of, receipt of, and compliance with all required local, state, tribal, and federal permits, licenses, easements, or property rights necessary for the project.

Task Goal Statement:

The RECIPIENT will complete all cultural and environmental reviews and permitting tasks in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by the cultural resource protection requirements, State Environmental Policy Act, and all other applicable federal, state, and local laws, and regulations.

Cultural and Environmental Review, and Permitting Deliverables

Number	Description	Due Date
2.1	ECOLOGY Cultural Resources Review Form. Email the form and any supplemental cultural resources documentation directly to the ECOLOGY Project Manager. DO NOT upload the cultural resources form or documentation to EAGL.	
2.2	ECOLOGY Inadvertent Discovery Plan (IDP). Email the form directly to the ECOLOGY Project Manager for review. Upload to EAGL once review is complete.	
2.3	SEPA Checklist.	

	Upload the checklist, or other documentation for projects considered exempt from SEPA review, to EAGL and notify ECOLOGY when official comment period begins.	
2.4	Final SEPA Determination. Upload to EAGL and notify ECOLOGY.	

SCOPE OF WORK

Task Number: 3

Task Cost: \$140,000

Task Title: Design Plans and Specifications

Task Description:

The RECIPIENT must ensure the following items are completed and provide the associated deliverables to ECOLOGY. The RECIPIENT must approve all materials prior to submitting them to ECOLOGY for acceptance.

The RECIPIENT will develop a stormwater project design. The design submittals must conform to the Deliverables for Stormwater Projects with Ecology Funding Document. Projects must be designed in accordance with the Stormwater Management Manual for Eastern Washington, Stormwater Management Manual for Western Washington, or equivalent manual. Refer to the ECOLOGY website for specific guidance. Project must be reviewed and accepted in writing by ECOLOGY to be eligible for reimbursement.

The RECIPIENT will upload the design submittals listed below to EAGL for ECOLOGY review. Reduce design figures to 11x17 inches in size and ensure they are legible.

- A. The RECIPIENT will submit a Design Report to ECOLOGY for review and acceptance. Allow 45 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology Design Report Acceptance Letter prior to proceeding to 90 Percent Design.

- 1. The RECIPIENT will calculate and submit a preliminary equivalent new/re-development area for the completed design using the methods outlined in the Stormwater Deliverables Document.

- B. The RECIPIENT will submit a 90 Percent Design Package to ECOLOGY for review and acceptance. At a minimum, this package must include 90 percent plans, specifications, engineer's opinion of cost including a schedule of eligible costs, and project construction schedule. The current required bid inserts and specifications may be found on the Ecology website. Allow 45 calendar days for ECOLOGY review.

The RECIPIENT agrees to respond to ECOLOGY comments. The RECIPIENT must receive an Ecology 90 Percent Design Acceptance Letter prior to proceeding to Final Bid Package.

Task Goal Statement:

The RECIPIENT will complete all design tasks and respond to ECOLOGY comments in a timely manner.

Task Expected Outcome:

The project will meet the requirements set forth by ECOLOGY water quality facility design standards and all other applicable federal, state, and local laws, and regulations.

Design Plans and Specifications Deliverables

Number	Description	Due Date
3.1	Contract documents, if procuring services for design. The contract must include ECOLOGY's standard contract clauses and/or specification insert. Upload to EAGL and notify ECOLOGY.	
3.2	Design Report. Upload to EAGL and notify ECOLOGY.	
3.3	Responses to ECOLOGY Design Report comments. Upload to EAGL and notify ECOLOGY.	
3.4	ECOLOGY Design Report Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.5	90 Percent Design Package. Upload to EAGL and notify ECOLOGY.	
3.6	Responses to ECOLOGY 90 Percent Design Package comments. Upload to EAGL and notify ECOLOGY.	
3.7	ECOLOGY 90 Percent Design Acceptance Letter. Upload to EAGL and notify ECOLOGY.	
3.8	Preliminary equivalent new/redevelopment area determination. Upload to EAGL and notify ECOLOGY when upload is complete.	
3.9	Preliminary project area shapefile, geodatabase file, or ECOLOGY-approved equivalent. Upload to EAGL and notify ECOLOGY when upload is complete. Upload ECOLOGY acceptance documentation.	

BUDGET (EAGL WILL GENERATE THIS SECTION BASED ON PROJECT TYPE/PARAMETERS, ETC. IT MIGHT BE HELPFUL FOR THE RECIPIENT TO USE THE BUDGET TABLE TO PLAN OUT THEIR BUDGET).

Funding Distribution

Funding Title: SFAP

Funding Type: Grant

Funding Effective Date: 7/1/2023

Funding Expiration Date: 12/31/2025

Funding Source: State – Stormwater Financial Assistance Program

Recipient Match %: 5%

InKind Interlocal Allowed: No

InKind Other Allowed: No

Is this Funding Distribution used to match a federal grant? No

Indirect Rate: max 30%

Supporting documentation must be uploaded to EAGL.

Rate will be indicated in your agreement.

Stormwater Financial Assistance Program	Task Total	Recipient Amount	ECY Amount
1. Grant and Loan Administration	0	0	0
2. Cultural and Environmental Review, and Permitting	\$10,000	\$500	\$9,500
3. Design Plans and Specifications	\$140,000	\$7,000	\$133,000
4. Project Close Out	\$0	\$0	\$0
Total	\$150,000	\$7,500	\$142,500

Funding Distribution Name	Recipient Match	Recipient Share	Ecology Share	Total
SFAP	5%	\$7,500	\$142,500	\$150,000
Total		\$7,500	\$142,500	\$150,000

Application Budget Worksheet (not for EAGL, but do not delete from this draft document)

Funding Offer:

SFAP Grant Offer	SRF Standard Loan Offer	SRF Forgivable Principal Loan Offer	[Other WQC Funding] Offer	Total Funding Offer
\$142,500	\$0	\$0	\$0	\$142,500

Does the funding offer amount shown in the following forms all match?

Offer Letter uploaded in EAGL: Yes
EAGL Offer Form: Yes
Published Offer List: Yes

Was the funding offer less than the amount requested because of ineligible items? Please describe.

No

Application Budget (copy tasks and amounts from EAGL)

Task	Budget in App	Notes
1. Grant and Loan Administration	\$5,000	
2. Cultural, Environmental Review, and Permitting	\$5,000	
3. Design Plans and Specifications	\$140,000	
6. Project Close Out		NOTE: Application omits Closeout task
Total	\$150,000	

Agreement Budget

Task	Revised Budget	Notes
1. Grant and Loan Administration	\$0	
2. Cultural, Environmental Review, and Permitting	\$10,000	
3. Design Plans and Specifications	\$140,000	
Total	\$150,000	

AGREEMENT SPECIFIC TERMS AND CONDITIONS

N/A

SPECIAL TERMS AND CONDITIONS (Updated June 2023)

SECTION 1: DEFINITIONS

Unless otherwise provided, the following terms will have the respective meanings for all purposes of this agreement:

“Administration Charge” means a charge established in accordance with Chapter 90.50A RCW and Chapter 173-98 WAC, to be used to pay Ecology’s cost to administer the State Revolving Fund by placing a percentage of the interest earned in an Administrative Charge Account.

“Administrative Requirements” means the effective edition of ECOLOGY’s Administrative Requirements for Recipients of Ecology Grants and Loans at the signing of this agreement.

“Annual Debt Service” for any calendar year means for any applicable bonds or loans including the loan, all interest plus all principal due on such bonds or loans in such year.

“Average Annual Debt Service” means, at the time of calculation, the sum of the Annual Debt Service for the remaining years of the loan to the last scheduled maturity of the loan divided by the number of those years.

“Accrued Interest” means the interest incurred as loan funds are disbursed.

“Acquisition” means the purchase or receipt of a donation of fee or less than fee interests in real property. These interests include, but are not limited to, conservation easements, access/trail easements, covenants, water rights, leases, and mineral rights.

“Build American Buy American (BABA)” means a portion of the Infrastructure Investment and Jobs Act and establishes a domestic content procurement preference for all Federal financial assistance obligated for infrastructure projects after May 14, 2022.

“Bipartisan Infrastructure Law (BIL)” means funding to improve drinking water, wastewater and stormwater infrastructure.

“Centennial Clean Water Program” means the state program funded from various state sources.

“Contract Documents” means the contract between the RECIPIENT and the construction contractor for construction of the project.

“Construction Materials” means an article, material, or supply (other than an item of primarily iron or steel; a manufactured product; cement and cementitious materials; aggregates such as stone, sand, or gravel; aggregate binding agents or additives; or non-permanent products) that is or consists primarily of, non-ferrous metals, plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables), (including optic glass), lumber, and drywall.

“Cost Effective Analysis” means a comparison of the relative cost-efficiencies of two or more potential ways of solving a water quality problem as described in Chapter 173-98-730 WAC.

“Davis Bacon Prevailing Wage Act” means the federal law mandating on-site workers on public works projects be paid certain wages, benefits, and overtime (also known as “prevailing wage” on all government-funded construction, alteration, and repair projects.

“Defeasement” or “Defeasance” means the setting aside in escrow or other special fund or account of sufficient investments and money dedicated to pay all principal of and interest on all or a portion of an obligation as it comes due.

“Effective Date” means the earliest date on which eligible costs may be incurred.

“Effective Interest Rate” means the total interest rate established by Ecology that includes the Administrative Charge.

“Estimated Loan Amount” means the initial amount of funds loaned to the RECIPIENT.

“Estimated Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Estimated Loan Amount and the estimated schedule for completion of the project.

“Equivalency” means the amount of State Revolving Fund (SRF) funding each funding cycle equivalent to the EPA grant to Ecology.

“Equivalency Project” means State Revolving Fund (SRF) funded project(s) designated by ECOLOGY to receive federal funding and meet additional federal requirements.

“Expiration Date” means the latest date on which eligible costs may be incurred.

“Final Accrued Interest” means the interest accrued beginning with the first disbursement of funds to the RECIPIENT through such time as the loan is officially closed out and a final loan repayment schedule is issued.

“Final Loan Amount” means all principal of and accrued interest on the loan from the Project Start Date through the Project Completion Date.

“Final Loan Repayment Schedule” means the schedule of loan repayments over the term of the loan based on the Final Loan Amount and the initiation of operation or completion date, whichever comes first.

“Forgivable Principal” means the portion of a loan that is not required to be paid back by the borrower.

“General Obligation Debt” means an obligation of the RECIPIENT secured by annual ad valorem taxes levied by the RECIPIENT and by the full faith, credit, and resources of the RECIPIENT.

“General Obligation Payable from Special Assessments Debt” means an obligation of the RECIPIENT secured by a valid general obligation of the Recipient payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the RECIPIENT on all the taxable property within the boundaries of the RECIPIENT.

“Gross Revenue” means all of the earnings and revenues received by the RECIPIENT from the maintenance and operation of the Utility and all earnings from the investment of money on deposit in the Loan Fund, except (i) Utility Local Improvement Districts (ULID) Assessments, (ii) government grants, (iii) RECIPIENT taxes, (iv) principal proceeds of bonds and other obligations, or (v) earnings or proceeds (A) from any investments in a trust, Defeasance, or escrow fund created to Defeasement or refund Utility obligations or (B) in an obligation redemption fund or account other than the Loan Fund until commingled with other earnings and revenues of the Utility or (C) held in a special account for the purpose of paying a rebate to the United States Government under the Internal Revenue Code.

“Guidelines” means the ECOLOGY's Funding Guidelines that correlate to the State Fiscal Year in which the project is funded.

“Initiation of Operation Date” means the actual date the facility financed with proceeds of the loan begins to operate for its intended purpose. (For loans only)

“Iron and Steel Products” means products made primarily of iron or steel including but may not be limited to: lined or unlined pipes and fittings, manhole covers and other municipal castings, hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials.

“Loan” means the Washington State Water Pollution Control Revolving Fund Loan or Centennial Clean Water Fund (Centennial) Loan made pursuant to this loan agreement.

“Loan Amount” means either an Estimated Loan Amount or a Final Loan Amount, as applicable.

“Loan Fund” means the special fund created by the RECIPIENT for the repayment of the principal of and interest on the loan.

“Loan Security” means the mechanism by which the RECIPIENT pledges to repay the loan.

“Loan Term” means the repayment period of the loan.

“Maintenance and Operation Expense” means all reasonable expenses incurred by the RECIPIENT in causing the Utility to be operated and maintained in good repair, working order, and condition including payments to other parties, but will not include any depreciation or RECIPIENT levied taxes or payments to the RECIPIENT in lieu of taxes.

“Manufactured Products” means, items and construction materials composed in whole or in part of non-ferrous metals such as aluminum plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.

“Produced in the United States” means for iron and steel products, that all manufacturing processes, from the initial melting state through the application of coatings, occurred in the United States.

“Net Revenue” means the Gross Revenue less the Maintenance and Operation Expense.

“Original Engineer’s Estimate” means the engineer’s estimate of construction costs included with bid documents.

“Prevailing Wage” means hourly wage, usual benefits, and overtime paid in the largest city in each county, to the majority of workers, laborers, and mechanics performing the same work. The rate is established separately for each county.

“Principal and Interest Account” means, for a loan that constitutes Revenue-Secured Debt, the account created in the loan fund to be first used to repay the principal of and interest on the loan.

“Project” means the project described in this agreement.

“Project Completion Date” means the date specified in the agreement on which the Scope of Work will be fully completed and is the last day eligible costs can be incurred. This term is only used in loan agreements.

“Project Schedule” means that schedule for the project specified in the agreement.

“Revenue-Secured Debt” means an obligation of the RECIPIENT secured by a pledge of the revenue of a utility and one not a general obligation of the RECIPIENT.

“Reserve Account” means, for a loan that constitutes a Revenue Secured Debt and if specifically identified as a term and condition of the funding agreement, the account of that name created in the loan fund to secure the payment of the principal of and interest on the loan.

“Risk-Based Determination” means an approach to sub-recipient monitoring and oversight based on risk factors associated to a RECIPIENT or project.

“Scope of Work” means the tasks and activities constituting the project.

“Section 319” means the section of the Clean Water Act that provides funding to address nonpoint sources of water pollution.

“Senior Lien Obligations” means all revenue bonds and other obligations of the RECIPIENT outstanding on the date of execution of this loan agreement (or subsequently issued on a parity therewith, including refunding obligations) or

issued after the date of execution of this loan agreement having a claim or lien on the Gross Revenue of the Utility prior and superior to the claim or lien of the loan, subject only to Maintenance and Operation Expense.

“State Water Pollution Control Revolving Fund (Revolving Fund)” means the water pollution control revolving fund established by Chapter 90.50A.020 RCW.

“Termination Date” means the effective date of ECOLOGY’s termination of the agreement.

“Termination Payment Date” means the date on which the RECIPIENT is required to repay to ECOLOGY any outstanding balance of the loan and all accrued interest.

“Total Eligible Project Cost” means the sum of all costs associated with a water quality project that have been determined to be eligible for ECOLOGY grant or loan funding, including any required recipient match.

“Total Project Cost” means the sum of all costs associated with a water quality project, including costs that are not eligible for ECOLOGY grant or loan funding.

“Unique Entity Identity Identifier (UEI)” means a 12-character alphanumeric ID assigned by SAM.gov. to an entity doing business with or receiving funds from the federal government. This number replaces the DUNS number.

“ULID” means any utility local improvement district of the RECIPIENT created for the acquisition or construction of additions to and extensions and betterments of the Utility.

“ULID Assessments” means all assessments levied and collected in any ULID. Such assessments are pledged to be paid into the Loan Fund (less any prepaid assessments permitted by law to be paid into a construction fund or account). ULID Assessments will include principal installments and any interest or penalties which may be due.

“Utility” means the sewer system, stormwater system, or the combined water and sewer system of the RECIPIENT, the Net Revenue of which is pledged to pay and secure the loan.

SECTION 2: CONDITIONS APPLY TO ALL RECIPIENTS OF WATER QUALITY COMBINED FINANCIAL ASSISTANCE FUNDING.

The Water Quality Financial Assistance Funding Guidelines are included in this agreement by reference and are available on ECOLOGY’s Water Quality Program website.

A. Accounting Standards: The RECIPIENT shall maintain accurate records and accounts for the project (PROJECT Records) in accordance with Generally Accepted Accounting Principles (GAAP) as issued by the Governmental Accounting Standards Board (GASB), including standards related to the reporting of infrastructure assets or in accordance with the standards in Chapter 43.09.200 RCW “Local Government Accounting – Uniform System of Accounting.”

B. Architectural and Engineering Services: The RECIPIENT certifies by signing this agreement that the requirements of Chapter 39.80 RCW, “Contracts for Architectural and Engineering Services,” have been, or shall be, met in procuring qualified architectural/engineering services. The RECIPIENT shall identify and separate eligible and ineligible costs in the final architectural/engineering services contract and submit a copy of the contract to ECOLOGY.

C. Acquisition: The following provisions shall be in force only if the project described in this agreement is an acquisition project:

a. Evidence of Land Value and Title. The RECIPIENT shall submit documentation of the cost of the property rights and the type of ownership interest that has been acquired.

b. Legal Description of Real Property Rights Acquired. The legal description of the real property rights purchased with funding assistance provided through this agreement (and protected by a recorded conveyance of rights to the State of Washington) shall be incorporated into the agreement before final payment.

c. Conveyance of Rights to the State of Washington. Upon purchase of real property rights (both fee simple and lesser interests), the RECIPIENT shall execute the document necessary to convey certain rights and responsibilities to ECOLOGY, on behalf of the State of Washington. The documents required will depend on the project type, the real property rights being acquired, and whether or not those rights are being acquired in perpetuity (see options below). The RECIPIENT shall use language provided by ECOLOGY, to record the executed document in the County where the real property lies, and to provide a copy of the recorded document to ECOLOGY.

Documentation Options:

1. Deed of Right. The Deed of Right conveys to the people of the state of Washington the right to preserve, protect, and/or use the property for public purposes consistent with the fund source. RECIPIENTS shall use this document when acquiring real property rights that include the underlying land. This document may also be applicable for those easements where the RECIPIENT has acquired a perpetual easement for public purposes. The RECIPIENT must obtain ECOLOGY approval on the draft language prior to executing the deed of right.
2. Assignment of Rights. The Assignment of Rights document transfers certain rights such as access and enforcement to ECOLOGY. The RECIPIENT shall use this document when an easement or lease is being acquired for water quality and habitat conservation. The Assignment of Rights requires the signature of the underlying landowner and must be incorporated by reference in the easement document.
3. Easements and Leases. The RECIPIENT may incorporate required language from the Deed of Right or Assignment of Rights directly into the easement or lease document, thereby eliminating the requirement for a separate document. Language will depend on the situation; therefore, the RECIPIENT must obtain ECOLOGY approval on the draft language prior to executing the easement or lease.

d. Real Property Acquisition and Relocation Assistance.

1. Federal Acquisition Policies. See Section 4 of this agreement for requirements specific to Section 319 and SRF funded projects.
2. State Acquisition Policies. When state funds are part of this agreement, the RECIPIENT agrees to comply with the terms and conditions of the Uniform Relocation Assistance and Real Property Acquisition Policy of the State of Washington, Chapter 8.26 RCW, and Chapter 468-100 WAC.
3. Housing and Relocation. In the event that housing and relocation costs, as required by federal law set out in subsection (1) above and/or state law set out in subsection (2) above, are involved in the execution of this project, the RECIPIENT agrees to provide any housing and relocation assistance required.

e. Hazardous Substances.

1. Certification. The RECIPIENT shall inspect, investigate, and conduct an environmental audit of the proposed acquisition site for the presence of hazardous substances, as defined in RCW 70.105D.020(10), and certify:
 - i. No hazardous substances were found on the site, or
 - ii. Any hazardous substances found have been treated and/or disposed of in compliance with applicable state and federal laws, and the site is deemed "clean."
2. Responsibility. Nothing in this provision alters the RECIPIENT's duties and liabilities regarding hazardous substances as set forth in RCW 70.105D.
3. Hold Harmless. The RECIPIENT will defend, protect and hold harmless ECOLOGY and any and all of its employees and/or agents, from and against any and all liability, cost (including but not limited to all costs of defense and attorneys' fees) and any and all loss of any nature from any and all claims or suits resulting from the presence of, or the release or threatened release of, hazardous substances on the property the RECIPIENT is acquiring.

f. Restriction On Conversion Of Real Property And/Or Facilities To Other Uses

The RECIPIENT shall not at any time convert any real property (including any interest therein) or facility acquired, developed, maintained, renovated, and/or restored pursuant to this agreement to uses other than those purposes for which funds were approved without prior approval of ECOLOGY. For acquisition projects that are term limited, such as one involving a lease or a term-limited restoration, renovation or development project or easement, this restriction on conversion shall apply only for the length of the term, unless otherwise provided in written documents or required by applicable state or federal law. In such case, the restriction applies to such projects for the length of the term specified by the lease, easement, deed, or landowner agreement.

D. Best Management Practices (BMP) Implementation: If the RECIPIENT installs BMPs that are not approved by ECOLOGY prior to installation, the RECIPIENT assumes the risk that part or all of the reimbursement for that activity may be delayed or ineligible. For more details regarding BMP Implementation, please reference the Water Quality Financial Assistance Funding Guidelines available on ECOLOGY's Water Quality Program funding website.

E. Electronic Fund Transfers: Payment will be issued through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process or electronic fund transfers, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.

F. Equipment Purchase: Equipment purchases over \$5,000 and not included in the scope of work or the Ecology approved construction plans and specifications, must be pre-approved by ECOLOGY's project manager before purchase. All equipment purchases over \$5,000 and not included in a contract for work being completed on the funded project, must also be reported on the Equipment Purchase Report in EAGL.

G. Funding Recognition: The RECIPIENT must inform the public about any ECOLOGY or EPA funding participation in this project through the use of project signs, acknowledgement in published materials, reports, the news media, websites, or other public announcements. Projects addressing site-specific locations must utilize appropriately sized and weather-resistant signs. Contact your Ecology Project Team to determine the appropriate recognition for your project.

H. Growth Management Planning: The RECIPIENT certifies by signing this agreement that it is in compliance with the requirements of Chapter 36.70A RCW, "Growth Management Planning by Selected Counties and Cities." If the status of compliance changes, either through RECIPIENT or legislative action, the RECIPIENT shall notify ECOLOGY in writing of this change within 30 days.

I. Interlocal: The RECIPIENT certifies by signing this agreement that all negotiated interlocal agreements necessary for the project are, or shall be, consistent with the terms of this agreement and Chapter 39.34 RCW, "Interlocal Cooperation Act." The RECIPIENT shall submit a copy of each interlocal agreement necessary for the project to ECOLOGY upon request.

J. Lobbying and Litigation: Costs incurred for the purposes of lobbying or litigation are not eligible for funding under this agreement.

K. Post Project Assessment Survey: The RECIPIENT agrees to participate in a brief survey regarding the key project results or water quality project outcomes and the status of long-term environmental results or goals from the project approximately three years after project completion. A representative from ECOLOGY's Water Quality Program may contact the RECIPIENT to request this data. ECOLOGY may also conduct site interviews and inspections, and may otherwise evaluate the project, as part of this assessment.

L. Project Status Evaluation: ECOLOGY may evaluate the status at any time. ECOLOGY's Project Manager and Financial Manager will meet with the RECIPIENT to review spending trends, completion of outcome measures, and overall project administration and performance. If the RECIPIENT fails to make satisfactory progress toward achieving project outcomes, ECOLOGY may change the scope of work, reduce grant funds, or increase oversight measures.

M. Technical Assistance: Technical assistance for agriculture activities provided under the terms of this agreement shall be consistent with the current U.S. Natural Resource Conservation Service (“NRCS”) Field Office Technical Guide for Washington State and specific requirements outlined in the Water Quality Funding Guidelines. Technical assistance, proposed practices, or project designs that do not meet these standards may be eligible if approved in writing by ECOLOGY.

SECTION 3: CONDITIONS APPLY TO SECTION 319 AND CENTENNIAL CLEAN WATER FUNDED PROJECTS BEING USED TO MATCH SECTION 319 FUNDS.

The RECIPIENT must submit the following documents to ECOLOGY before this agreement is signed by ECOLOGY:

1. Federal Funding Accountability and Transparency Act (FFATA) Form is available on the Water Quality Program website and must be completed and submitted to Ecology. (This form is used for Section 319 (federal) funds only)

2. “Section 319 Initial Data Reporting” form must be completed in EAGL.

A. Data Reporting: The RECIPIENT must complete the “Section 319 Initial Data Reporting” form in EAGL before this agreement can be signed by Ecology. This form is used to gather general information about the project for EPA.

B. Funding Recognition and Outreach: In addition to Section 2.F. of these Special Terms and Conditions, the RECIPIENT shall provide signage that informs the public that the project is funded by EPA. The signage shall contain the EPA logo and follow usage requirements available at <http://www2.epa.gov/stylebook/using-epa-seal-and-logo>. To obtain the appropriate EPA logo or seal graphic file, the RECIPIENT may send a request to their Ecology Financial Manager.

To increase public awareness of projects serving communities where English is not the predominant language, RECIPIENTS are encouraged to provide their outreach strategies communication in non-English languages. Translation costs for this purpose are allowable, provided the costs are reasonable. (Applies to both the Section 319 funded projects and the Centennial match projects)

The RECIPIENT shall use the following paragraph in all reports, documents, and signage developed under this agreement: (Applies to Section 319 funded projects only)

“This project has been funded wholly or in part by the United States Environmental Protection Agency under an assistance agreement to the Washington State Department of Ecology. The contents of this document do not necessarily reflect the views and policies of the Environmental Protection Agency, nor does the mention of trade names or commercial products constitute endorsement or recommendation for use.”

C. Load Reduction Reporting: The RECIPIENT shall complete the “Section 319 Annual Load Reduction Reporting” form in EAGL by January 15 of each year and at project close-out. ECOLOGY may hold reimbursements until the RECIPIENT has completed the form. This form is used to gather information on best management practices (BMPs) installed and associated pollutant load reductions that were funded as a part of this project.

D. Time Extension: The RECIPIENT may request a one-time extension for up to 12 months. However, the time extension cannot exceed the time limitation established in EPA’s assistance agreement. In the event a time extension is requested and approved by ECOLOGY, the RECIPIENT must complete all eligible work performed under this agreement by the expiration date. (For Section 319 funded projects only)

SECTION 4: CONDITIONS APPLY TO ALL FEDERAL FUNDING AGREEMENTS, INCLUDING SECTION 319, State Revolving Fund (SRF) Equivalency Projects, and SEWER OVERFLOW AND STORMWATER REUSE MUNICIPAL GRANT (OSG)

A. Acquisitions: RECIPIENTS shall comply with the terms and conditions of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 84 Stat. 1894 (1970)--Public Law 91-646, as amended by the Surface

Transportation and Uniform Relocation Assistance Act, PL 100-17-1987, and applicable regulations and procedures of the federal agency implementing that Act.

B. Audit Requirements: In accordance with 2 CFR 200.501(a), the RECIPIENT agrees to obtain a single audit from an independent auditor, if their organization expends \$750,000 or more in total Federal funds in their fiscal year. The RECIPIENT must submit the form SF-SAC and a Single Audit Report Package within 9 months of the end of the fiscal year or 30 days after receiving the report from an independent auditor. The SF-SAC and a Single Audit Report Package MUST be submitted using the Federal Audit Clearinghouse's Internet Data Entry System available at:

<https://facweb.census.gov/>.

C. Archaeological Resources and Historic Properties (Section 106): This requires completion of the Ecology Cultural Resources Review Form, coordination with Ecology Cultural Resources staff, and receipt of the Ecology Final Determination prior to any property acquisition and above and below ground disturbing activities.

D. Architectural and Engineering Services Procurement: The RECIPIENT must procure architectural and engineering services in accordance with the federal requirements in Chapter 11 of Title 40, U.S.C. (see <https://uscode.house.gov/view.xhtml?path=/prelim@title40/subtitle1/chapter11&edition=prelim>).

E Build America, Buy America (BABA – Pub. L. No. 117-58, 70901-52) (Federally funded SRF Equivalency projects only): The RECIPIENT identified by ECOLOGY as receiving federal equivalency funding agrees to comply with all federal requirements applicable to the assistance received (including those imposed by the Infrastructure Investment and Jobs Act ("IIJA"/BIL), Public Law No. 117-58) which the RECIPIENT understands includes, but is not limited to, the following requirements: that all the iron and steel, manufactured products, and construction materials used in the Project are to be produced in the United States ("Build America, Buy America Requirements") unless (i) the RECIPIENT has requested and obtained a waiver from the cognizant Agency pertaining to the Project or the Project is otherwise covered by a general applicability waiver; or (ii) all of the contributing Agencies have otherwise advised the RECIPIENT in writing that the Build America, Buy America Requirements are not applicable to the project.

RECIPIENT shall comply with all record keeping and reporting requirements under all applicable legal authorities, including any reports required by the funding authority (such as EPA and/or a state), such as performance indicators of program deliverables, information on costs and project progress. The RECIPIENT identified by ECOLOGY as receiving federal equivalency funding, understands that (i) each contract and subcontract related to the project is subject to audit by appropriate federal and state entities and (ii) failure to comply with the applicable legal requirements and this Agreement may result in a default hereunder that results in a repayment of the assistance agreement in advance of termination and/or repayment of assistance, and/or other remedial actions.

EPA has granted an adjustment period waiver of the requirements of Section 70914(a) of the BIL, pursuant to Section 70914(b)(1) (public interest waiver), for eligible projects financed by SRF projects that have initiated project design planning prior to May 14, 2022, the statutory effective date of the BABA requirements. This action permits the use of non-domestic manufactured products and construction materials in such projects funded by a Clean Water or Drinking Water SRF that may otherwise be prohibited under the BABA requirements of Section 70914. This action permits the use of non-domestic manufactured products and construction materials in such projects funded by a Clean Water or Drinking Water SRF that may otherwise be prohibited under the BABA requirements of Section 70914. Sections 70917(a) and (b) of BIL provide a savings provision for existing statutory requirements that meet or exceed BABA requirements. The statutory American Iron and Steel (AIS) requirements of Clean Water Act (CWA) Section 608 and Safe Drinking Water Act (SDWA) Section 1452(a)(4) has previously applied to SRF projects and will continue to do so as part of BABA requirements.

Where manufactured products used in the project are required to be produced in the United States, manufactured product shall mean manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation. The manufactured products included cover the majority of potential water infrastructure products, including complex products made up of

a variety of material types and components. For water infrastructure projects, commonly manufactured products would include, but not be limited to, pumps, motors, blowers, aerators, generators, instrumentation and control systems, gauges, meters, measurement equipment, treatment equipment, dewatering equipment, actuators, and many other mechanical and electrical items.

F. Disadvantaged Business Enterprise (DBE): General Compliance, 40 CFR, Part 33. The RECIPIENT agrees to comply with the requirements of the Environmental Protection Agency's Program for Utilization of Small, Minority, and Women's Business Enterprises (MBE/WBE) 40CFR, Part 33 in procurement under this agreement.

Six Good Faith Efforts, 40 CFR, Part 33, Subpart C. The RECIPIENT agrees to make the following good faith efforts whenever procuring construction, equipment, services, and supplies under this agreement. Records documenting compliance with the following six good faith efforts shall be retained:

- 1) Ensure Disadvantaged Business Enterprises are made aware of contracting opportunities to the fullest extent practicable through outreach and recruitment activities. For Indian Tribal, State and Local and Government RECIPIENTS, this shall include placing Disadvantaged Business Enterprises on solicitation lists and soliciting them whenever they are potential sources.
- 2) Make information on forthcoming opportunities available to Disadvantaged Business Enterprises and arrange time frames for contracts and establish delivery schedules, where the requirements permit, in a way that encourages and facilitates participation by Disadvantaged Business Enterprises in the competitive process. This includes, whenever possible, posting solicitations for bids or proposals for a minimum of thirty (30) calendar days before the bid or proposal closing date.
- 3) Consider, in the contracting process, whether firms competing for large contracts could subcontract with Disadvantaged Business Enterprises. For Indian Tribal, State, and Local Government RECIPIENTS, this shall include dividing total requirements when economically feasible into smaller tasks or quantities to permit maximum participation by Disadvantaged Business Enterprises in the competitive process.
- 4) Encourage contracting with a consortium of Disadvantaged Business Enterprises when a contract is too large for one of these firms to handle individually.
- 5) Use services and assistance of the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.
- 6) If the prime contractor awards subcontracts, require the prime contractor to take the five good faith efforts steps in paragraphs 1 through 5 above.

The RECIPIENT agrees to submit ECOLOGY's Contractor Participation Report Form D with each payment request.

Contract Administration Provisions, 40 CFR, Section 33.302. The RECIPIENT agrees to comply with the contract administration provisions of 40 CFR, Section 33.302.

Non-discrimination Provision. The RECIPIENT shall not discriminate on the basis of race, color, national origin, or sex in the performance of this agreement. The RECIPIENT shall carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under EPA financial assistance agreements. Failure by the RECIPIENT to carry out these requirements is a material breach of this agreement which may result in the termination of this contract or other legally available remedies.

This does not preclude the RECIPIENT from enacting broader nondiscrimination protections.

The RECIPIENT shall comply with all federal and state nondiscrimination laws, including but not limited to, Title VI and VII of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and Chapter 49.60 RCW, Washington's Law Against Discrimination, and 42 U.S.C. 12101 et seq, the Americans with Disabilities Act (ADA).

In the event of the RECIPIENT's noncompliance or refusal to comply with any applicable nondiscrimination law, regulation, or policy, this agreement may be rescinded, canceled, or terminated in whole or in part and the RECIPIENT may be declared ineligible for further funding from ECOLOGY. The RECIPIENT shall, however, be given a reasonable time in which to cure this noncompliance.

The RECIPIENT shall include the following terms and conditions in contracts with all contractors, subcontractors, engineers, vendors, and any other entity for work or services pertaining to this agreement.

"The Contractor will not discriminate on the basis of race, color, national origin, or sex in the performance of this Contract. The Contractor will carry out applicable requirements of 40 CFR Part 33 in the award and administration of contracts awarded under Environmental Protection Agency financial agreements. Failure by the Contractor to carry out these requirements is a material breach of this Contract which may result in termination of this Contract or other legally available remedies."

Bidder List, 40 CFR, Section 33.501(b) and (c). The RECIPIENT agrees to create and maintain a bidders list. The bidders list shall include the following information for all firms that bid or quote on prime contracts, or bid or quote subcontracts, including both MBE/WBEs and non-MBE/WBEs.

1. Entity's name with point of contact
2. Entity's mailing address, telephone number, and e-mail address
3. The procurement on which the entity bid or quoted, and when
4. Entity's status as an MBE/WBE or non-MBE/WBE

G. Electronic and information Technology (EIT) Accessibility: RECIPIENTS shall ensure that loan funds provided under this agreement for costs in the development or purchase of EIT systems or products provide individuals with disabilities reasonable accommodations and an equal and effective opportunity to benefit from or participate in a program, including those offered through electronic and information technology as per Section 504 of the Rehabilitation Act, codified in 40 CFR Part 7. Systems or products funded under this agreement must be designed to meet the diverse needs of users without barriers or diminished function or quality. Systems shall include usability features or functions that accommodate the needs of persons with disabilities, including those who use assistive technology.

H. Federal Funding Accountability and Transparency Act (FFATA) Form, available on the Water Quality Program website.

I. Hotel-Motel Fire Safety Act: The RECIPIENT shall ensure that all space for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fire Safety Act (15 USC 2225a, PL 101-391, as amended). Recipients may search the Hotel-Motel National Master List at <http://www.usfa.dhs.gov/applications/hotel/> to see if a property is in compliance, or to find other information about the Act. Pursuant to 15 USC 2225a.

J. Prevailing Wage (Davis-Bacon Act): The RECIPIENT agrees, by signing this agreement, to comply with the Davis-Bacon Act prevailing wage requirements. This applies to the construction, alteration, and repair of treatment works carried out, in whole or in part, with assistance made available by the State Revolving Fund as authorized by Section 513, title VI of the Federal Water Pollution Control Act (33 U.S.C. 1372). Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

The RECIPIENT shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes, or other methods for soliciting contracts (solicitation). These wage determinations shall be incorporated into solicitations and any subsequent contracts. The RECIPIENT shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and subcontracts more than \$2,000. The RECIPIENT shall maintain records sufficient to document compliance with the Davis-Bacon Act and make such records available for review upon request. Wage determinations and instructions for their use can be found at <https://sam.gov/>.

The RECIPIENT also agrees, by signing this agreement, to comply with State Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable. Compliance may include the determination whether the project involves “public work” and inclusion of the applicable prevailing wage rates in the bid specifications and contracts. The RECIPIENT agrees to maintain records sufficient to evidence compliance with Chapter 39.12 RCW and make such records available for review upon request. Where conflicts arise between the State prevailing wage rates and Davis-Bacon Act prevailing wage requirements the more stringent requirement shall govern. Washington State prevailing wage rates can be found at <https://www.lni.wa.gov/licensing-permits/public-works-projects/prevailing-wage-rates/>

K. Trafficking in Persons: The RECIPIENT and RECIPIENT employees that are private entities shall not engage in forms of trafficking in persons. This includes, but is not limited to, the procurement of a commercial sex act or forced labor. The RECIPIENT shall notify ECOLOGY immediately of any information received from any source alleging a violation under this provision.

L. Unique Entity Identity Identifier (UEI): The RECIPIENT agrees to register with and make their registration public in the System for Award Management (SAM.gov). The RECIPIENT will be assigned a UEI and agree to include their UEI Number under their organization’s information in EAGL. The UEI number must be entered into EAGL before a funding agreement is signed.

SECTION 5: CONDITIONS APPLY TO STATE REVOLVING FUND (SRF) LOAN FUNDED PROJECTS ONLY.

The RECIPIENT must submit the following documents/forms to ECOLOGY before this agreement is signed by ECOLOGY:

1. Financial Capability Assessment Documentation (upon request)
2. Opinion of RECIPIENT’s Legal Council – Form available on the Ecology website must be completed and uploaded to the General Uploads form in EAGL.
3. Authorizing Ordinance or Resolution – Must be uploaded to the General Uploads form in EAGL.
4. Federal Funding Accountability and Transparency Act (FFATA) Form (Required for all federally funded SRF Equivalency projects – Form available on the Ecology website must be completed and uploaded to the General Uploads form in EAGL.
5. CWSRF Federal Reporting Information form – Must be completed in EAGL.
6. Fiscal Sustainability Plan (Asset Management) Certification Form (Only required if the project includes construction of a wastewater or stormwater facility construction) – Must be completed in EAGL.
7. Cost and Effectiveness Analysis Certification Form (Required for all projects receiving SRF Loan funding) – Must be completed in EAGL.
8. State Environmental Review Process (SERP) Documentation (Required for treatment works projects only) – Must be uploaded to the Environmental and Cultural Review form in EAGL.

A. Alteration and Eligibility of Project: During the term of this agreement, the RECIPIENT (1) shall not materially alter the design or structural character of the project without the prior written approval of ECOLOGY and (2) shall take no action which would adversely affect the eligibility of the project as defined by applicable funding program rules and state statutes, or which would cause a violation of any covenant, condition, or provision herein.

B. American Iron and Steel (Buy American – P.L 113-76, Consolidated Appropriations Act 2014, Section 436): This loan provision applies to projects for the construction, alteration, maintenance, or repair of a “treatment works” as defined in the Federal Water Pollution Control Act (33 USC 1381 et seq.) The RECIPIENT shall ensure that all iron and steel products used in the project are produced in the United States. Iron and Steel products means the following products made primarily of iron or steel: lined or unlined pipes and fittings, manhole covers and other municipal castings,

hydrants, tanks, flanges, pipe clamps and restraints, valves, structural steel, reinforced precast concrete, and construction materials. The RECIPIENT may request waiver from this requirement from the Administrator of the Environmental Protection Agency. The RECIPIENT must coordinate all waiver requests through ECOLOGY. This provision does not apply if the engineering plans and specifications for the project were approved by ECOLOGY prior to January 17, 2014. ECOLOGY reserves the right to request documentation of RECIPIENT'S compliance with this provision.

C. Authority of RECIPIENT: This agreement is authorized by the Constitution and laws of the state of Washington, including the RECIPIENT's authority, and by the RECIPIENT pursuant to the authorizing ordinance or resolution. The RECIPIENT shall submit a copy of the authorizing ordinance or resolution to the ECOLOGY Financial Manager before this agreement shall be signed by ECOLOGY.

D. Equivalency Projects: ECOLOGY designated equivalency project and alternative designated equivalency project RECIPIENTS agree to accept federal funds and the federal requirements that accompany the funds. This includes all the requirements in Section 4 and this Section.

E. Fiscal Sustainability Plan Certification: The RECIPIENT shall submit a completed Fiscal Sustainability Plan Certification before this agreement is signed by ECOLOGY. The Fiscal Sustainability Plan Certification is available from the ECOLOGY Financial Manager or on the Water Quality Program website.

F. Funding Recognition and Outreach: The RECIPIENT agrees to comply with the EPA SRF Signage Guidance to enhance public awareness of EPA assistance agreements nationwide. Signage guidance can be found at: <https://ecology.wa.gov/About-us/How-we-operate/Grants-loans/Find-a-grant-or-loan/Water-Quality-grants-and-loans/Facility-project-resources>.

G. Insurance: The RECIPIENT shall at all times carry fire and extended insurance coverage, public liability, and property damage, and such other forms of insurance with responsible insurers and policies payable to the RECIPIENT on such of the buildings, equipment, works, plants, facilities, and properties of the Utility as are ordinarily carried by municipal or privately-owned utilities engaged in the operation of like systems, and against such claims for damages as are ordinarily carried by municipal or privately-owned utilities engaged in the operation of like systems, or it shall self-insure or participate in an insurance pool or pools with reserves adequate, in the reasonable judgment of the RECIPIENT, to protect it against loss.

H. Litigation Authority: No litigation is now pending, or to the RECIPIENT's knowledge, threatened, seeking to restrain, or enjoin:

- (i) the execution of this agreement; or
- (ii) the fixing or collection of the revenues, rates, and charges or the formation of the ULID and the levy and collection of ULID Assessments therein pledged to pay the principal of and interest on the loan (for revenue secured lien obligations); or
- (iii) the levy and collection of the taxes pledged to pay the principal of and interest on the loan (for general obligation-secured loans and general obligation payable from special-assessment-secured loans); or
- (iv) in any manner questioning the proceedings and authority under which the agreement, the loan, or the project are authorized. Neither the corporate existence, or boundaries of the RECIPIENT nor the title of its present officers to their respective offices is being contested. No authority or proceeding for the execution of this agreement has been repealed, revoked, or rescinded.

I. Loan Interest Rate and Terms: This loan agreement shall remain in effect until the date of final repayment of the loan, unless terminated earlier according to the provisions herein.

When the Project Completion Date has occurred, ECOLOGY and the RECIPIENT shall execute an amendment to this loan agreement which details the final loan amount (Final Loan Amount), and ECOLOGY shall prepare a final loan repayment schedule. The Final Loan Amount shall be the combined total of actual disbursements made on the loan and all accrued

interest to the computation date.

The Estimated Loan Amount and the Final Loan Amount (in either case, as applicable, a "Loan Amount") shall bear interest based on the interest rate identified in this agreement as the "Effective Interest Rate," per annum, calculated on the basis of a 365-day year. Interest on the Estimated Loan Amount shall accrue from and be compounded monthly based on the date that each payment is mailed to the RECIPIENT. The Final Loan Amount shall be repaid in equal installments, semiannually, over the term of this loan "Loan Term" as outlined in this agreement.

J. Loan Repayment:

Sources of Loan Repayment

1. Nature of RECIPIENT's Obligation. The obligation of the RECIPIENT to repay the loan from the sources identified below and to perform and observe all other agreements and obligations on its part, contained herein, shall be absolute and unconditional, and shall not be subject to diminution by setoff, counterclaim, or abatement of any kind. To secure the repayment of the loan from ECOLOGY, the RECIPIENT agrees to comply with all the covenants, agreements, and attachments contained herein.

2. For General Obligation. This loan is a General Obligation Debt of the RECIPIENT.

3. For General Obligation Payable from Special Assessments. This loan is a General Obligation Debt of the RECIPIENT payable from special assessments to be imposed within the constitutional and statutory tax limitations provided by law without a vote of the electors of the RECIPIENT on all the taxable property within the boundaries of the RECIPIENT.

4. For Revenue-Secured: Lien Position. This loan is a Revenue-Secured Debt of the RECIPIENT's Utility. This loan shall constitute a lien and charge upon the Net Revenue junior and subordinate to the lien and charge upon such Net Revenue of any Senior Lien Obligations.

In addition, if this loan is also secured by Utility Local Improvement Districts (ULID) Assessments, this loan shall constitute a lien upon ULID Assessments in the ULID prior and superior to any other charges whatsoever.

5. Other Sources of Repayment. The RECIPIENT may repay any portion of the loan from any funds legally available to it.

6. Defeasance of the Loan. So long as ECOLOGY shall hold this loan, the RECIPIENT shall not be entitled to, and shall not affect, an economic Defeasance of the loan. The RECIPIENT shall not advance refund the loan.

If the RECIPIENT defeases or advance refunds the loan, it shall be required to use the proceeds thereof immediately upon their receipt, together with other available RECIPIENT funds, to repay both of the following:

(i) The Loan Amount with interest

(ii) Any other obligations of the RECIPIENT to ECOLOGY under this agreement, unless in its sole discretion ECOLOGY finds that repayment from those additional sources would not be in the public interest.

Failure to repay the Loan Amount plus interest within the time specified in ECOLOGY's notice to make such repayment shall incur Late Charges and shall be treated as a Loan Default.

7. Refinancing or Early Repayment of the Project. So long as ECOLOGY shall hold this loan, the RECIPIENT shall give ECOLOGY thirty days written notice if the RECIPIENT intends to refinance or make early repayment of the loan.

Method and Conditions on Repayments

1. Semiannual Payments. Notwithstanding any other provision of this agreement, the first semiannual payment of principal and interest on this loan shall be due and payable no later than one year after the

project completion date or initiation of operation date, whichever comes first.

Thereafter, equal payments shall be due every six months.

If the due date for any semiannual payment falls on a Saturday, Sunday, or designated holiday for Washington State agencies, the payment shall be due on the next business day for Washington State agencies.

Payments shall be mailed to:

Department of Ecology
Cashiering Unit
P.O. Box 47611
Olympia WA 98504-7611

In lieu of mailing payments, electronic fund transfers can be arranged by working with ECOLOGY's Financial Manager.

No change to the amount of the semiannual principal and interest payments shall be made without a mutually signed amendment to this agreement. The RECIPIENT shall continue to make semiannual payments based on this agreement until the amendment is effective, at which time the RECIPIENT's payments shall be made pursuant to the amended agreement.

2. Late Charges. If any amount of the Final Loan Amount or any other amount owed to ECOLOGY pursuant to this agreement remains unpaid after it becomes due and payable, ECOLOGY may assess a late charge. The late charge shall be one percent per month on the past due amount starting on the date the debt becomes past due and until it is paid in full.

3. Repayment Limitations. Repayment of the loan is subject to the following additional limitations, among others: those on defeasance, refinancing and advance refunding, termination, and default and recovery of payments.

4. Prepayment of Loan. So long as ECOLOGY shall hold this loan, the RECIPIENT may prepay the entire unpaid principal balance of and accrued interest on the loan or any portion of the remaining unpaid principal balance of the Loan Amount. Any prepayments on the loan shall be applied first to any accrued interest due and then to the outstanding principal balance of the Loan Amount. If the RECIPIENT elects to prepay the entire remaining unpaid balance and accrued interest, the RECIPIENT shall first contact ECOLOGY's Revenue/Receivable Manager of the Fiscal Office.

K. Loan Security

Due Regard: For loans secured with a Revenue Obligation: The RECIPIENT shall exercise due regard for Maintenance and Operation Expense and the debt service requirements of the Senior Lien Obligations and any other outstanding obligations pledging the Gross Revenue of the Utility, and it has not obligated itself to set aside and pay into the loan Fund a greater amount of the Gross Revenue of the Utility than, in its judgment, shall be available over and above such Maintenance and Operation Expense and those debt service requirements.

Where collecting adequate gross utility revenue requires connecting additional users, the RECIPIENT shall require the sewer system connections necessary to meet debt obligations and expected operation and maintenance expenses.

Levy and Collection of Taxes (if used to secure the repayment of the loan): For so long as the loan is outstanding, the RECIPIENT irrevocably pledges to include in its budget and levy taxes annually within the constitutional and statutory tax limitations provided by law without a vote of its electors on all of the taxable property within the boundaries of the RECIPIENT in an amount sufficient, together with other money legally available and to be used therefore, to pay when due the principal of and interest on the loan, and the full faith, credit and resources of the RECIPIENT are pledged irrevocably for the annual levy and collection of those taxes and the prompt payment of that principal and interest.

Not an Excess Indebtedness: For loans secured with a general obligation pledge or a general obligation pledge on special assessments: The RECIPIENT agrees that this agreement and the loan to be made do not create an indebtedness of the RECIPIENT in excess of any constitutional or statutory limitations.

Pledge of Net Revenue and ULID Assessments in the ULID (if used to secure the repayment of this loan): For so long as the loan is outstanding, the RECIPIENT irrevocably pledges the Net Revenue of the Utility, including applicable ULID Assessments in the ULID, to pay when due the principal of and interest on the loan.

Utility Local Improvement District (ULID) Assessment Collection (if used to secure the repayment of the loan): All ULID Assessments in the ULID shall be paid into the Loan Fund and used to pay the principal of and interest on the loan.

L. Maintenance and Operation of a Funded Utility: The RECIPIENT shall, at all times, maintain and keep the funded Utility in good repair, working order, and condition.

M. Opinion of RECIPIENT's Legal Counsel: The RECIPIENT must submit an "Opinion of Legal Counsel to the RECIPIENT" to ECOLOGY before this agreement will be signed. ECOLOGY will provide the form.

N. Prevailing Wage (Davis-Bacon Act): The RECIPIENT agrees, by signing this agreement, to comply with the Davis-Bacon Act prevailing wage requirements. This applies to the construction, alteration, and repair of treatment works carried out, in whole or in part, with assistance made available by the State Revolving Fund as authorized by Section 513, title VI of the Federal Water Pollution Control Act (33 U.S.C. 1372). Laborers and mechanics employed by contractors and subcontractors shall be paid wages not less often than once a week and at rates not less than those prevailing on projects of a character similar in the locality as determined by the Secretary of Labor.

The RECIPIENT shall obtain the wage determination for the area in which the project is located prior to issuing requests for bids, proposals, quotes, or other methods for soliciting contracts (solicitation). These wage determinations shall be incorporated into solicitations and any subsequent contracts. The RECIPIENT shall ensure that the required EPA contract language regarding Davis-Bacon Wages is in all contracts and subcontracts more than \$2,000. The RECIPIENT shall maintain records sufficient to document compliance with the Davis-Bacon Act and make such records available for review upon request.

The RECIPIENT also agrees, by signing this agreement, to comply with State Prevailing Wages on Public Works, Chapter 39.12 RCW, as applicable. Compliance may include the determination whether the project involves "public work" and inclusion of the applicable prevailing wage rates in the bid specifications and contracts. The RECIPIENT agrees to maintain records sufficient to evidence compliance with Chapter 39.12 RCW and make such records available for review upon request.

O. Progress Reports: RECIPIENTS funded with State Revolving Fund Loan or Forgivable Principal shall include the following verification statement in the "General Comments" text box of each progress report.

"We verified that we are in compliance with all the requirements as outlined in our funding agreement(s) with the Department of Ecology. This includes but is not limited to:

- The Davis-Bacon Act, 29 CFR , prevailing wage requirements, certified weekly payroll, etc.
- The Disadvantaged Business Enterprise (DBE), 40 CFR, Part 33
- The American Iron and Steel Act (Buy American)
- The Build America Buy America Act (BABA) (equivalency projects only)"

P. Representations and Warranties: The RECIPIENT represents and warrants to ECOLOGY as follows:

Application: Material Information. All information and materials submitted by the RECIPIENT to ECOLOGY in connection with its loan application were, when made, and are, as of the date the RECIPIENT signs this agreement, true and correct. There is no material adverse information relating to the RECIPIENT, the project, the loan, or this agreement known to the RECIPIENT, which has not been disclosed in writing to ECOLOGY.

Existence; Authority. It is a duly formed and legally existing municipal corporation or political subdivision of the

state of Washington or a federally recognized Indian Tribe. It has full corporate power and authority to execute, deliver, and perform all of its obligations under this agreement and to undertake the project identified herein.

Certification. Each payment request shall constitute a certification by the RECIPIENT to the effect that all representations and warranties made in this loan agreement remain true as of the date of the request and that no adverse developments, affecting the financial condition of the RECIPIENT or its ability to complete the project or to repay the principal of or interest on the loan, have occurred since the date of this loan agreement. Any changes in the RECIPIENT's financial condition shall be disclosed in writing to ECOLOGY by the RECIPIENT in its request for payment.

Q. Sale or Disposition of Funded Utility: The RECIPIENT shall not sell, transfer, or otherwise dispose of any of the works, plant, properties, facilities, or other part of the funded Utility or any real or personal property comprising a part of the funded Utility unless:

1. The facilities or property transferred are not material to the operation of the funded Utility, or have become unserviceable, inadequate, obsolete, or unfit to be used in the operation of the funded Utility or are no longer necessary, material, or useful to the operation of the funded Utility; or
2. The aggregate depreciated cost value of the facilities or property being transferred in any fiscal year comprises no more than three percent of the total assets of the funded Utility; or
3. The RECIPIENT receives from the transferee an amount equal to an amount which will be in the same proportion to the net amount of Senior Lien Obligations and this LOAN then outstanding (defined as the total amount outstanding less the amount of cash and investments in the bond and loan funds securing such debt) as the Gross Revenue of the funded Utility from the portion of the funded Utility sold or disposed of for the preceding year bears to the total Gross Revenue for that period.
4. Expressed written agreement by the ECOLOGY. The proceeds of any transfer under this paragraph must be used (1) to redeem promptly, or irrevocably set aside for the redemption of, Senior Lien Obligations and to redeem promptly the loan, and (2) to provide for part of the cost of additions to and betterments and extensions of the Utility.

R. Sewer-Use Ordinance or Resolution for Funded Wastewater Facility Projects: If not already in existence, the RECIPIENT shall adopt and shall enforce a sewer-use ordinance or resolution. Such ordinance or resolution shall be submitted to ECOLOGY upon request.

The sewer use ordinance must include provisions to:

- 1) Prohibit the introduction of toxic or hazardous wastes into the RECIPIENT's sewer system.
- 2) Prohibit inflow of stormwater into separated sewer systems.
- 3) Require that new sewers and connections be properly designed and constructed.

S. Termination and Default:

Termination and Default Events

1. For Insufficient ECOLOGY or RECIPIENT Funds. ECOLOGY may terminate this loan agreement for insufficient ECOLOGY or RECIPIENT funds.
2. For Failure to Commence Work. ECOLOGY may terminate this loan agreement for failure of the RECIPIENT to commence project work.
3. Past Due Payments. The RECIPIENT shall be in default of its obligations under this loan agreement when any loan repayment becomes 60 days past due.

4. Other Cause. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance in full by the RECIPIENT of all its obligations under this loan agreement. The RECIPIENT shall be in default of its obligations under this loan agreement if, in the opinion of ECOLOGY, the RECIPIENT has unjustifiably failed to perform any obligation required of it by this loan agreement.

Procedures for Termination. If this loan agreement is terminated prior to project completion, ECOLOGY shall provide to the RECIPIENT a written notice of termination at least five working days prior to the effective date of termination (the "Termination Date"). The written notice of termination by the ECOLOGY shall specify the Termination Date and, when applicable, the date by which the RECIPIENT must repay any outstanding balance of the loan and all accrued interest (the "Termination Payment Date").

Termination and Default Remedies

No Further Payments. On and after the Termination Date, or in the event of a default event, ECOLOGY may, at its sole discretion, withdraw the loan and make no further payments under this agreement.

Repayment Demand. In response to an ECOLOGY initiated termination event, or in response to a loan default event, ECOLOGY may at its sole discretion demand that the RECIPIENT repay the outstanding balance of the Loan Amount and all accrued interest.

Interest after Repayment Demand. From the time that ECOLOGY demands repayment of funds, amounts owed by the RECIPIENT to ECOLOGY shall accrue additional interest at the rate of one percent per month, or fraction thereof.

Accelerate Repayments. In the event of a default, ECOLOGY may, in its sole discretion, declare the principal of and interest on the loan immediately due and payable, subject to the prior lien and charge of any outstanding Senior Lien Obligation upon the Net Revenue. That is, the loan is not subject to acceleration so long as any Senior Lien Obligations are outstanding. Repayments not made immediately upon such acceleration will incur Late Charges.

Late Charges. All amounts due to ECOLOGY and not paid by the RECIPIENT by the Termination Payment Date or after acceleration following a default event, as applicable, shall incur late charges.

Intercept State Funds. In the event of a default event and in accordance with Chapter 90.50A.060 RCW, "Defaults," any state funds otherwise due to the RECIPIENT may, at ECOLOGY's sole discretion, be withheld and applied to the repayment of the loan.

Property to ECOLOGY. In the event of a default event and at the option of ECOLOGY, any personal property (equipment) acquired under this agreement may, in ECOLOGY's sole discretion, become ECOLOGY's property. In that circumstance, ECOLOGY shall reduce the RECIPIENT's liability to repay money by an amount reflecting the fair value of such property.

Documents and Materials. If this agreement is terminated, all finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the RECIPIENT shall, at the option of ECOLOGY, become ECOLOGY property. The RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Collection and Enforcement Actions. In the event of a default event, the state of Washington reserves the right to take any actions it deems necessary to collect the amounts due, or to become due, or to enforce the performance and observance of any obligation by the RECIPIENT, under this agreement.

Fees and Expenses. In any action to enforce the provisions of this agreement, reasonable fees and expenses of attorneys and other reasonable expenses (including, without limitation, the reasonably allocated costs of legal staff) shall be awarded to the prevailing party as that term is defined in Chapter 4.84.330 RCW.

Damages. Notwithstanding ECOLOGY's exercise of any or all the termination or default remedies provided in this agreement, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and/or the state of Washington because of any breach of this agreement by the RECIPIENT. ECOLOGY may withhold

payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

T. User-Charge System for Funded Utilities: The RECIPIENT certifies that it has the legal authority to establish and implement a user-charge system and shall adopt a system of user-charges to assure that each user of the funded utility shall pay its proportionate share of the cost of operation and maintenance, including replacement during the design life of the project. The user-charge system will include provisions for a connection charge.

In addition, the RECIPIENT shall regularly evaluate the user-charge system, at least annually, to ensure the system provides adequate revenues necessary to operate and maintain the funded utility, to establish reserves to pay for replacement, and to repay the loan.

GENERAL FEDERAL CONDITIONS

If a portion or all of the funds for this agreement are provided through federal funding sources or this agreement is used to match a federal grant award, the following terms and conditions apply to you.

A. CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION:

1. The RECIPIENT/CONTRACTOR, by signing this agreement, certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds. If the RECIPIENT/CONTRACTOR is unable to certify to the statements contained in the certification, they must provide an explanation as to why they cannot.
2. The RECIPIENT/CONTRACTOR shall provide immediate written notice to ECOLOGY if at any time the RECIPIENT/CONTRACTOR learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.
3. The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact ECOLOGY for assistance in obtaining a copy of those regulations.
4. The RECIPIENT/CONTRACTOR agrees it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under the applicable Code of Federal Regulations, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction.
5. The RECIPIENT/CONTRACTOR further agrees by signing this agreement, that it will include this clause titled "CERTIFICATION REGARDING SUSPENSION, DEBARMENT, INELIGIBILITY OR VOLUNTARY EXCLUSION" without modification in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
6. Pursuant to 2CFR180.330, the RECIPIENT/CONTRACTOR is responsible for ensuring that any lower tier covered transaction complies with certification of suspension and debarment requirements.
7. RECIPIENT/CONTRACTOR acknowledges that failing to disclose the information required in the Code of Federal Regulations may result in the delay or negation of this funding agreement, or pursuance of legal remedies, including suspension and debarment.
8. RECIPIENT/CONTRACTOR agrees to keep proof in its agreement file, that it, and all lower tier recipients or contractors, are not suspended or debarred, and will make this proof available to ECOLOGY before requests for reimbursements will be approved for payment. RECIPIENT/CONTRACTOR must run a search in <http://www.sam.gov> and print a copy of completed searches to document proof of compliance.

B. FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) REPORTING REQUIREMENTS:

CONTRACTOR/RECIPIENT must complete the FFATA Data Collection Form (ECY 070-395) and return it with the signed agreement to ECOLOGY.

Any CONTRACTOR/RECIPIENT that meets each of the criteria below must report compensation for its five top executives using the FFATA Data Collection Form.

- Receives more than \$30,000 in federal funds under this award.
- Receives more than 80 percent of its annual gross revenues from federal funds.
- Receives more than \$25,000,000 in annual federal funds.

Ecology will not pay any invoices until it has received a completed and signed FFATA Data Collection Form. Ecology is required to report the FFATA information for federally funded agreements, including the required Unique Entity Identifier in www.sam.gov <<http://www.sam.gov>> within 30 days of agreement signature. The FFATA information will be available to the public at www.usaspending.gov <<http://www.usaspending.gov>>.

For more details on FFATA requirements, see www.fsrc.gov <<http://www.fsrc.gov>>.

C. FEDERAL FUNDING PROHIBITION ON CERTAIN TELECOMMUNICATIONS OR VIDEO SURVEILLANCE SERVICES OR EQUIPMENT:

- As required by 2 CFR 200.216, federal grant or loan recipients and subrecipients are prohibited from obligating or expending loan or grant funds to:
 1. Procure or obtain;
 2. Extend or renew a contract to procure or obtain; or
 3. Enter into a contract (or extend or renew a contract) to procure or obtain equipment, services, or systems that use covered telecommunications equipment, video surveillance services or services as a substantial or essential component of any system, or as critical technology as part of any system. As described in [Public Law 115-232](https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf) <<https://www.govinfo.gov/content/pkg/PLAW-115publ232/pdf/PLAW-115publ232.pdf>>, section 889, covered telecommunications equipment is telecommunications equipment produced by Huawei Technologies Company or ZTE Corporation (or any subsidiary or affiliate of such entities).

Recipients, subrecipients, and borrowers also may not use federal funds to purchase certain prohibited equipment, systems, or services, including equipment, systems, or services produced or provided by entities identified in section 889, are recorded in the [System for Award Management \(SAM\)](https://sam.gov/SAM/) <<https://sam.gov/SAM/>> exclusion list.

ECOLOGY GENERAL TERMS AND CONDITIONS

1. ADMINISTRATIVE REQUIREMENTS

- a) RECIPIENT shall follow the "Administrative Requirements for Recipients of Ecology Grants and Loans – EAGL Edition." (<https://apps.ecology.wa.gov/publications/SummaryPages/2301002.html>)
- b) RECIPIENT shall complete all activities funded by this Agreement and be fully responsible for the proper management of all funds and resources made available under this Agreement.
- c) RECIPIENT agrees to take complete responsibility for all actions taken under this Agreement, including ensuring all subgrantees and contractors comply with the terms and conditions of this Agreement. ECOLOGY reserves the right to request proof of compliance by subgrantees and contractors.
- d) RECIPIENT's activities under this Agreement shall be subject to the review and approval by ECOLOGY for the extent and character of all work and services.

2. AMENDMENTS AND MODIFICATIONS

This Agreement may be altered, amended, or waived only by a written amendment executed by both parties. No subsequent modification(s) or amendment(s) of this Agreement will be of any force or effect unless in writing and signed by authorized representatives of both parties. ECOLOGY and the RECIPIENT may change their respective staff contacts and administrative information without the concurrence of either party.

3. ACCESSIBILITY REQUIREMENTS FOR COVERED TECHNOLOGY

The RECIPIENT must comply with the Washington State Office of the Chief Information Officer, OCIO Policy no. 188, Accessibility (<https://ocio.wa.gov/policy/accessibility>) as it relates to "covered technology." This requirement applies to all products supplied under the Agreement, providing equal access to information technology by individuals with disabilities, including and not limited to web sites/pages, web-based applications, software systems, video and audio content, and electronic documents intended for publishing on Ecology's public web site.

4. ARCHAEOLOGICAL AND CULTURAL RESOURCES

RECIPIENT shall take all reasonable action to avoid, minimize, or mitigate adverse effects to archaeological and historic archaeological sites, historic buildings/structures, traditional cultural places, sacred sites, or other cultural resources, hereby referred to as Cultural Resources.

The RECIPIENT must agree to hold harmless ECOLOGY in relation to any claim related to Cultural Resources discovered, disturbed, or damaged due to the RECIPIENT's project funded under this Agreement.

RECIPIENT shall:

- a) Contact the ECOLOGY Program issuing the grant or loan to discuss any Cultural Resources requirements for their project:

- Cultural Resource Consultation and Review should be initiated early in the project planning process and must be completed prior to expenditure of Agreement funds as required by applicable State and Federal requirements.

* For state funded construction, demolition, or land acquisitions, comply with Governor Executive Order 21-02, Archaeological and Cultural Resources.

- For projects with any federal involvement, comply with the National Historic Preservation Act of 1966 (Section 106).

- b) If required by the ECOLOGY Program, submit an Inadvertent Discovery Plan (IDP) to ECOLOGY prior to implementing any project that involves field activities. ECOLOGY will provide the IDP form.

RECIPIENT shall:

- Keep the IDP at the project site.
- Make the IDP readily available to anyone working at the project site.

- Discuss the IDP with staff, volunteers, and contractors working at the project site.
- Implement the IDP when Cultural Resources or human remains are found at the project site.

c) If any Cultural Resources are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the ECOLOGY Program, who will notify the Department of Archaeology and Historic Preservation at (360) 586-3065, any affected Tribe, and the local government.

d) If any human remains are found while conducting work under this Agreement, follow the protocol outlined in the project IDP.

- Immediately stop work and notify the local Law Enforcement Agency or Medical Examiner/Coroner's Office, the Department of Archaeology and Historic Preservation at (360) 790-1633, and then the ECOLOGY Program.

e) Comply with RCW 27.53, RCW 27.44, and RCW 68.50.645, and all other applicable local, state, and federal laws protecting Cultural Resources and human remains.

5. ASSIGNMENT

No right or claim of the RECIPIENT arising under this Agreement shall be transferred or assigned by the RECIPIENT.

6. COMMUNICATION

RECIPIENT shall make every effort to maintain effective communications with the RECIPIENT's designees, ECOLOGY, all affected local, state, or federal jurisdictions, and any interested individuals or groups.

7. COMPENSATION

a) Any work performed prior to effective date of this Agreement will be at the sole expense and risk of the RECIPIENT. ECOLOGY must sign the Agreement before any payment requests can be submitted.

b) Payments will be made on a reimbursable basis for approved and completed work as specified in this Agreement.

c) RECIPIENT is responsible to determine if costs are eligible. Any questions regarding eligibility should be clarified with ECOLOGY prior to incurring costs. Costs that are conditionally eligible require approval by ECOLOGY prior to expenditure.

d) RECIPIENT shall not invoice more than once per month unless agreed on by ECOLOGY.

e) ECOLOGY will not process payment requests without the proper reimbursement forms, Progress Report and supporting documentation. ECOLOGY will provide instructions for submitting payment requests.

f) ECOLOGY will pay the RECIPIENT thirty (30) days after receipt of a properly completed request for payment.

g) RECIPIENT will receive payment through Washington State's Office of Financial Management's Statewide Payee Desk. To receive payment you must register as a statewide vendor by submitting a statewide vendor registration form and an IRS W-9 form at website, <https://ofm.wa.gov/it-systems/statewide-vendorpayee-services>. If you have questions about the vendor registration process, you can contact Statewide Payee Help Desk at (360) 407-8180 or email PayeeRegistration@ofm.wa.gov.

h) ECOLOGY may, at its sole discretion, withhold payments claimed by the RECIPIENT if the RECIPIENT fails to satisfactorily comply with any term or condition of this Agreement.

i) Monies withheld by ECOLOGY may be paid to the RECIPIENT when the work described herein, or a portion thereof, has been completed if, at ECOLOGY's sole discretion, such payment is reasonable and approved according to this Agreement, as appropriate, or upon completion of an audit as specified herein.

j) RECIPIENT must submit within thirty (30) days after the expiration date of this Agreement, all financial, performance, and other reports required by this Agreement. Failure to comply may result in delayed reimbursement.

8. COMPLIANCE WITH ALL LAWS

RECIPIENT agrees to comply fully with all applicable federal, state and local laws, orders, regulations, and permits related to this Agreement, including but not limited to:

- a) RECIPIENT agrees to comply with all applicable laws, regulations, and policies of the United States and the State of Washington which affect wages and job safety.
- b) RECIPIENT agrees to be bound by all applicable federal and state laws, regulations, and policies against discrimination.
- c) RECIPIENT certifies full compliance with all applicable state industrial insurance requirements.
- d) RECIPIENT agrees to secure and provide assurance to ECOLOGY that all the necessary approvals and permits required by authorities having jurisdiction over the project are obtained. RECIPIENT must include time in their project timeline for the permit and approval processes.

ECOLOGY shall have the right to immediately terminate for cause this Agreement as provided herein if the RECIPIENT fails to comply with above requirements.

If any provision of this Agreement violates any statute or rule of law of the state of Washington, it is considered modified to conform to that statute or rule of law.

9. CONFLICT OF INTEREST

RECIPIENT and ECOLOGY agree that any officer, member, agent, or employee, who exercises any function or responsibility in the review, approval, or carrying out of this Agreement, shall not have any personal or financial interest, direct or indirect, nor affect the interest of any corporation, partnership, or association in which he/she is a part, in this Agreement or the proceeds thereof.

10. CONTRACTING FOR GOODS AND SERVICES

RECIPIENT may contract to buy goods or services related to its performance under this Agreement. RECIPIENT shall award all contracts for construction, purchase of goods, equipment, services, and professional architectural and engineering services through a competitive process, if required by State law. RECIPIENT is required to follow procurement procedures that ensure legal, fair, and open competition.

RECIPIENT must have a standard procurement process or follow current state procurement procedures. RECIPIENT may be required to provide written certification that they have followed their standard procurement procedures and applicable state law in awarding contracts under this Agreement.

ECOLOGY reserves the right to inspect and request copies of all procurement documentation, and review procurement practices related to this Agreement. Any costs incurred as a result of procurement practices not in compliance with state procurement law or the RECIPIENT's normal procedures may be disallowed at ECOLOGY's sole discretion.

11. DISPUTES

When there is a dispute with regard to the extent and character of the work, or any other matter related to this Agreement the determination of ECOLOGY will govern, although the RECIPIENT shall have the right to appeal decisions as provided for below:

- a) RECIPIENT notifies the funding program of an appeal request.
- b) Appeal request must be in writing and state the disputed issue(s).
- c) RECIPIENT has the opportunity to be heard and offer evidence in support of its appeal.
- d) ECOLOGY reviews the RECIPIENT's appeal.
- e) ECOLOGY sends a written answer within ten (10) business days, unless more time is needed, after concluding the review.

The decision of ECOLOGY from an appeal will be final and conclusive, unless within thirty (30) days from the date of such decision, the RECIPIENT furnishes to the Director of ECOLOGY a written appeal. The decision of the Director or duly authorized representative will be final and conclusive.

The parties agree that this dispute process will precede any action in a judicial or quasi-judicial tribunal.

Appeals of the Director's decision will be brought in the Superior Court of Thurston County. Review of the Director's decision will not be taken to Environmental and Land Use Hearings Office.

Pending final decision of a dispute, the RECIPIENT agrees to proceed diligently with the performance of this Agreement and in accordance with the decision rendered.

Nothing in this Agreement will be construed to limit the parties' choice of another mutually acceptable method, in addition to the dispute resolution procedure outlined above.

12. ENVIRONMENTAL DATA STANDARDS

a) RECIPIENT shall prepare a Quality Assurance Project Plan (QAPP) for a project that collects or uses environmental measurement data. RECIPIENTS unsure about whether a QAPP is required for their project shall contact the ECOLOGY Program issuing the grant or loan. If a QAPP is required, the RECIPIENT shall:

- Use ECOLOGY's QAPP Template/Checklist provided by the ECOLOGY, unless ECOLOGY Quality Assurance (QA) officer or the Program QA coordinator instructs otherwise.
- Follow ECOLOGY's Guidelines for Preparing Quality Assurance Project Plans for Environmental Studies, July 2004 (Ecology Publication No. 04-03-030).
- Submit the QAPP to ECOLOGY for review and approval before the start of the work.

b) RECIPIENT shall submit environmental data that was collected on a project to ECOLOGY using the Environmental Information Management system (EIM), unless the ECOLOGY Program instructs otherwise. The RECIPIENT must confirm with ECOLOGY that complete and correct data was successfully loaded into EIM, find instructions at:

<http://www.ecy.wa.gov/eim>.

c) RECIPIENT shall follow ECOLOGY's data standards when Geographic Information System (GIS) data is collected and processed. Guidelines for Creating and Accessing GIS Data are available at: <https://ecology.wa.gov/Research-Data/Data-resources/Geographic-Information-Systems-GIS/Standards>. RECIPIENT, when requested by ECOLOGY, shall provide copies to ECOLOGY of all final GIS data layers, imagery, related tables, raw data collection files, map products, and all metadata and project documentation.

13. GOVERNING LAW

This Agreement will be governed by the laws of the State of Washington, and the venue of any action brought hereunder will be in the Superior Court of Thurston County.

14. INDEMNIFICATION

ECOLOGY will in no way be held responsible for payment of salaries, consultant's fees, and other costs related to the project described herein, except as provided in the Scope of Work.

To the extent that the Constitution and laws of the State of Washington permit, each party will indemnify and hold the other harmless from and against any liability for any or all injuries to persons or property arising from the negligent act or omission of that party or that party's agents or employees arising out of this Agreement.

15. INDEPENDENT STATUS

The employees, volunteers, or agents of each party who are engaged in the performance of this Agreement will continue to be employees, volunteers, or agents of that party and will not for any purpose be employees, volunteers, or agents of the other party.

16. KICKBACKS

RECIPIENT is prohibited from inducing by any means any person employed or otherwise involved in this Agreement to give up any part of the compensation to which he/she is otherwise entitled to or receive any fee, commission, or gift in return for award of a subcontract hereunder.

17. MINORITY AND WOMEN'S BUSINESS ENTERPRISES (MWBE)

RECIPIENT is encouraged to solicit and recruit, to the extent possible, certified minority-owned (MBE) and women-owned (WBE) businesses in purchases and contracts initiated under this Agreement.

Contract awards or rejections cannot be made based on MWBE participation; however, the RECIPIENT is encouraged to take the following actions, when possible, in any procurement under this Agreement:

- a) Include qualified minority and women's businesses on solicitation lists whenever they are potential sources of goods or services.
- b) Divide the total requirements, when economically feasible, into smaller tasks or quantities, to permit maximum participation by qualified minority and women's businesses.
- c) Establish delivery schedules, where work requirements permit, which will encourage participation of qualified minority and women's businesses.
- d) Use the services and assistance of the Washington State Office of Minority and Women's Business Enterprises (OMWBE) (866-208-1064) and the Office of Minority Business Enterprises of the U.S. Department of Commerce, as appropriate.

18. ORDER OF PRECEDENCE

In the event of inconsistency in this Agreement, unless otherwise provided herein, the inconsistency shall be resolved by giving precedence in the following order: (a) applicable federal and state statutes and regulations; (b) The Agreement; (c) Scope of Work; (d) Special Terms and Conditions; (e) Any provisions or terms incorporated herein by reference, including the "Administrative Requirements for Recipients of Ecology Grants and Loans"; (f) Ecology Funding Program Guidelines; and (g) General Terms and Conditions.

19. PRESENTATION AND PROMOTIONAL MATERIALS

ECOLOGY reserves the right to approve RECIPIENT's communication documents and materials related to the fulfillment of this Agreement:

- a) If requested, RECIPIENT shall provide a draft copy to ECOLOGY for review and approval ten (10) business days prior to production and distribution.
- b) RECIPIENT shall include time for ECOLOGY's review and approval process in their project timeline.
- c) If requested, RECIPIENT shall provide ECOLOGY two (2) final copies and an electronic copy of any tangible products developed.

Copies include any printed materials, and all tangible products developed such as brochures, manuals, pamphlets, videos, audio tapes, CDs, curriculum, posters, media announcements, or gadgets with a message, such as a refrigerator magnet, and any online communications, such as web pages, blogs, and twitter campaigns. If it is not practical to provide a copy, then the RECIPIENT shall provide a description (photographs, drawings, printouts, etc.) that best represents the item.

Any communications intended for public distribution that uses ECOLOGY's logo shall comply with ECOLOGY's graphic requirements and any additional requirements specified in this Agreement. Before the use of ECOLOGY's logo contact ECOLOGY for guidelines.

RECIPIENT shall acknowledge in the communications that funding was provided by ECOLOGY.

20. PROGRESS REPORTING

- a) RECIPIENT must satisfactorily demonstrate the timely use of funds by submitting payment requests and progress reports to ECOLOGY. ECOLOGY reserves the right to amend or terminate this Agreement if the RECIPIENT does not document timely use of funds.
- b) RECIPIENT must submit a progress report with each payment request. Payment requests will not be processed without a progress report. ECOLOGY will define the elements and frequency of progress reports.
- c) RECIPIENT shall use ECOLOGY's provided progress report format.
- d) Quarterly progress reports will cover the periods from January 1 through March 31, April 1 through June 30, July 1 through September 30, and October 1 through December 31. Reports shall be submitted within thirty (30) days after the end of the quarter being reported.
- e) RECIPIENT must submit within thirty (30) days of the expiration date of the project, unless an extension has been approved by ECOLOGY, all financial, performance, and other reports required by the Agreement and funding program guidelines. RECIPIENT shall use the ECOLOGY provided closeout report format.

21. PROPERTY RIGHTS

- a) Copyrights and Patents. When the RECIPIENT creates any copyrightable materials or invents any patentable property under this Agreement, the RECIPIENT may copyright or patent the same but ECOLOGY retains a royalty free, nonexclusive, and irrevocable license to reproduce, publish, recover, or otherwise use the material(s) or property, and to authorize others to use the same for federal, state, or local government purposes.
- b) Publications. When the RECIPIENT or persons employed by the RECIPIENT use or publish ECOLOGY information; present papers, lectures, or seminars involving information supplied by ECOLOGY; or use logos, reports, maps, or other data in printed reports, signs, brochures, pamphlets, etc., appropriate credit shall be given to ECOLOGY.
- c) Presentation and Promotional Materials. ECOLOGY shall have the right to use or reproduce any printed or graphic materials produced in fulfillment of this Agreement, in any manner ECOLOGY deems appropriate. ECOLOGY shall acknowledge the RECIPIENT as the sole copyright owner in every use or reproduction of the materials.
- d) Tangible Property Rights. ECOLOGY's current edition of "Administrative Requirements for Recipients of Ecology Grants and Loans," shall control the use and disposition of all real and personal property purchased wholly or in part with funds furnished by ECOLOGY in the absence of state and federal statutes, regulations, or policies to the contrary, or upon specific instructions with respect thereto in this Agreement.
- e) Personal Property Furnished by ECOLOGY. When ECOLOGY provides personal property directly to the RECIPIENT for use in performance of the project, it shall be returned to ECOLOGY prior to final payment by ECOLOGY. If said property is lost, stolen, or damaged while in the RECIPIENT's possession, then ECOLOGY shall be reimbursed in cash or by setoff by the RECIPIENT for the fair market value of such property.
- f) Acquisition Projects. The following provisions shall apply if the project covered by this Agreement includes funds for the acquisition of land or facilities:
 - 1. RECIPIENT shall establish that the cost is fair value and reasonable prior to disbursement of funds provided for in this Agreement.
 - 2. RECIPIENT shall provide satisfactory evidence of title or ability to acquire title for each parcel prior to disbursement of funds provided by this Agreement. Such evidence may include title insurance policies, Torrens certificates, or abstracts, and attorney's opinions establishing that the land is free from any impediment, lien, or claim which would impair the uses intended by this Agreement.
- g) Conversions. Regardless of the Agreement expiration date, the RECIPIENT shall not at any time convert any equipment, property, or facility acquired or developed under this Agreement to uses other than those for which assistance was originally approved without prior written approval of ECOLOGY. Such approval may be conditioned upon payment to ECOLOGY of that portion of the proceeds of the sale, lease, or other conversion or encumbrance which monies granted pursuant to this Agreement bear to the total acquisition, purchase, or construction costs of such property.

22. RECORDS, AUDITS, AND INSPECTIONS

RECIPIENT shall maintain complete program and financial records relating to this Agreement, including any engineering documentation and field inspection reports of all construction work accomplished.

All records shall:

- a) Be kept in a manner which provides an audit trail for all expenditures.
- b) Be kept in a common file to facilitate audits and inspections.
- c) Clearly indicate total receipts and expenditures related to this Agreement.
- d) Be open for audit or inspection by ECOLOGY, or by any duly authorized audit representative of the State of Washington, for a period of at least three (3) years after the final grant payment or loan repayment, or any dispute resolution hereunder.

RECIPIENT shall provide clarification and make necessary adjustments if any audits or inspections identify discrepancies in the records.

ECOLOGY reserves the right to audit, or have a designated third party audit, applicable records to ensure that the state has been properly invoiced. Any remedies and penalties allowed by law to recover monies determined owed will be enforced. Repetitive instances of incorrect invoicing or inadequate records may be considered cause for termination.

All work performed under this Agreement and any property and equipment purchased shall be made available to ECOLOGY and to any authorized state, federal or local representative for inspection at any time during the course of this Agreement and for at least three (3) years following grant or loan termination or dispute resolution hereunder.

RECIPIENT shall provide right of access to ECOLOGY, or any other authorized representative, at all reasonable times, in order to monitor and evaluate performance, compliance, and any other conditions under this Agreement.

23. RECOVERY OF FUNDS

The right of the RECIPIENT to retain monies received as reimbursement payments is contingent upon satisfactory performance of this Agreement and completion of the work described in the Scope of Work.

All payments to the RECIPIENT are subject to approval and audit by ECOLOGY, and any unauthorized expenditure(s) or unallowable cost charged to this Agreement shall be refunded to ECOLOGY by the RECIPIENT.

RECIPIENT shall refund to ECOLOGY the full amount of any erroneous payment or overpayment under this Agreement.

RECIPIENT shall refund by check payable to ECOLOGY the amount of any such reduction of payments or repayments within thirty (30) days of a written notice. Interest will accrue at the rate of twelve percent (12%) per year from the time ECOLOGY demands repayment of funds.

Any property acquired under this Agreement, at the option of ECOLOGY, may become ECOLOGY's property and the RECIPIENT's liability to repay monies will be reduced by an amount reflecting the fair value of such property.

24. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, and to this end the provisions of this Agreement are declared to be severable.

25. STATE ENVIRONMENTAL POLICY ACT (SEPA)

RECIPIENT must demonstrate to ECOLOGY's satisfaction that compliance with the requirements of the State Environmental Policy Act (Chapter 43.21C RCW and Chapter 197-11 WAC) have been or will be met. Any reimbursements are subject to this provision.

26. SUSPENSION

When in the best interest of ECOLOGY, ECOLOGY may at any time, and without cause, suspend this Agreement or any portion thereof for a temporary period by written notice from ECOLOGY to the RECIPIENT. RECIPIENT shall resume performance on the next business day following the suspension period unless another day is specified by ECOLOGY.

27. SUSTAINABLE PRACTICES

In order to sustain Washington's natural resources and ecosystems, the RECIPIENT is fully encouraged to implement sustainable practices and to purchase environmentally preferable products under this Agreement.

a) Sustainable practices may include such activities as: use of clean energy, use of double-sided printing, hosting low impact meetings, and setting up recycling and composting programs.

b) Purchasing may include such items as: sustainably produced products and services, EPEAT registered computers and imaging equipment, independently certified green cleaning products, remanufactured toner cartridges, products with reduced packaging, office products that are refillable, rechargeable, and recyclable, 100% post-consumer recycled paper, and toxic free products.

For more suggestions visit ECOLOGY's web page, Green Purchasing, <https://ecology.wa.gov/Regulations-Permits/Guidance-technical-assistance/Sustainable-purchasing>.

28. TERMINATION

a) For Cause

ECOLOGY may terminate for cause this Agreement with a seven (7) calendar days prior written notification to the RECIPIENT, at the sole discretion of ECOLOGY, for failing to perform an Agreement requirement or for a material breach of any term or condition. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Failure to Commence Work. ECOLOGY reserves the right to terminate this Agreement if RECIPIENT fails to commence work on the project funded within four (4) months after the effective date of this Agreement, or by any date mutually agreed upon in writing for commencement of work, or the time period defined within the Scope of Work.

Non-Performance. The obligation of ECOLOGY to the RECIPIENT is contingent upon satisfactory performance by the RECIPIENT of all of its obligations under this Agreement. In the event the RECIPIENT unjustifiably fails, in the opinion of ECOLOGY, to perform any obligation required of it by this Agreement, ECOLOGY may refuse to pay any further funds, terminate in whole or in part this Agreement, and exercise any other rights under this Agreement.

Despite the above, the RECIPIENT shall not be relieved of any liability to ECOLOGY for damages sustained by ECOLOGY and the State of Washington because of any breach of this Agreement by the RECIPIENT. ECOLOGY may withhold payments for the purpose of setoff until such time as the exact amount of damages due ECOLOGY from the RECIPIENT is determined.

b) For Convenience

ECOLOGY may terminate for convenience this Agreement, in whole or in part, for any reason when it is the best interest of ECOLOGY, with a thirty (30) calendar days prior written notification to the RECIPIENT, except as noted below. If this Agreement is so terminated, the parties shall be liable only for performance rendered or costs incurred in accordance with the terms of this Agreement prior to the effective date of termination.

Non-Allocation of Funds. ECOLOGY's ability to make payments is contingent on availability of funding. In the event funding from state, federal or other sources is withdrawn, reduced, or limited in any way after the effective date and prior to the completion or expiration date of this Agreement, ECOLOGY, at its sole discretion, may elect to terminate the Agreement, in whole or part, or renegotiate the Agreement, subject to new funding limitations or conditions. ECOLOGY may also elect to suspend performance of the Agreement until ECOLOGY determines the funding insufficiency is resolved. ECOLOGY may exercise any of these options with no notification or restrictions, although ECOLOGY will make a reasonable attempt to provide notice.

In the event of termination or suspension, ECOLOGY will reimburse eligible costs incurred by the RECIPIENT through the effective date of termination or suspension. Reimbursed costs must be agreed to by ECOLOGY and the RECIPIENT. In no event shall ECOLOGY's reimbursement exceed ECOLOGY's total responsibility under the Agreement and any amendments.

If payments have been discontinued by ECOLOGY due to unavailable funds, the RECIPIENT shall not be obligated to repay monies which had been paid to the RECIPIENT prior to such termination.

RECIPIENT's obligation to continue or complete the work described in this Agreement shall be contingent upon availability of funds by the RECIPIENT's governing body.

c) By Mutual Agreement

ECOLOGY and the RECIPIENT may terminate this Agreement, in whole or in part, at any time, by mutual written agreement.

d) In Event of Termination

All finished or unfinished documents, data studies, surveys, drawings, maps, models, photographs, reports or other materials prepared by the RECIPIENT under this Agreement, at the option of ECOLOGY, will become property of ECOLOGY and the RECIPIENT shall be entitled to receive just and equitable compensation for any satisfactory work completed on such documents and other materials.

Nothing contained herein shall preclude ECOLOGY from demanding repayment of all funds paid to the RECIPIENT in accordance with Recovery of Funds, identified herein.

29. THIRD PARTY BENEFICIARY

RECIPIENT shall ensure that in all subcontracts entered into by the RECIPIENT pursuant to this Agreement, the state of Washington is named as an express third party beneficiary of such subcontracts with full rights as such.

30. WAIVER

Waiver of a default or breach of any provision of this Agreement is not a waiver of any subsequent default or breach, and will not be construed as a modification of the terms of this Agreement unless stated as such in writing by the authorized representative of ECOLOGY.

End of Terms and Conditions

City of College Place, Washington
RESOLUTION NO. 24-043

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON REGARDING ACCEPTANCE OF GRANT AGREEMENT & AUTHORIZING CITY ADMINISTRATOR TO SIGN STATE DEPARTMENT OF ECOLOGY WATER QUALITY COMBINED FINANCIAL ASSISTANCE AGREEMENT (WQC-2024-COPIED-00138 FOR SW 10TH STREET (COLLEGE TO BADE) ENGINEERING

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 included the SW 10th (College to Bade) in its Capital Facility and Transportation Improvement Plan since 2019, and

Whereas, the City successfully pursued grant dollars from the State of Washington Department of Ecology Water Quality Combined Financial Assistance Account back in 2023, and

Whereas, it took until now to get the grant agreement due to lack of staff/project workload backlog at the State of Washington Department of Ecology, and

Whereas, agreement timelines were adjusted to account for this backlog, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Accept and authorize City Administrator to sign agreement WQC-2024-CoPIED-00138 which provides (\$142,500 out of \$150,000 project total) grant dollars for engineering of SW 10th Street (College to Bade Avenue) stormwater improvements.

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 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk



STATE OF WASHINGTON
DEPARTMENT OF COMMERCE

1011 Plum Street SE • PO Box 42525 • Olympia, Washington 98504-2525 • (360) 725-4000
www.commerce.wa.gov

May 20, 2024

City of College Place
625 S. College Avenue
College Place, WA 99324

Re: Contingent award of the Energy Efficiency and Conservation Block Grant

Dear Norma Hernandez,

Congratulations! The Department of Commerce is conditionally awarding the City of College Place a grant under the Energy Efficiency and Conservation Block Grant program for Strategic energy plan for city buildings. The award amount is \$38,454.00. This award is made from federal funding.

This award letter confirms that the protest and review period has passed and the award is confirmed. It is contingent upon execution of a Grant Agreement with Commerce. Details such as obligations for deliverables, schedules, coordination and reporting will be negotiated. Federal funding has certain non-negotiable requirements.

This award is based on the information provided in your original submitted application submitted 3/30/2024. Any changes must be reviewed and approved by Commerce. Additionally, you agree to follow the contract requirements, the Request for Proposals, and the requirements put in place by Commerce.

By accepting the award, you agree to follow the funding requirements and other provisions of the RFA as enforced by Commerce. We require a counter-signature below by an authorized organization official. Commerce will publicly announce that the apparent grants have been awarded. The City of College Place, including its directors, employees and agents, agree to make no public statements regarding this award until the Grant Agreement is executed, unless Commerce provides prior consent.

Next Steps:

1. Sign and return this letter within 7 days of receipt.
2. Kristen Kalbrener will be your contract manager and will be assisted by other members of the Energy Efficiency & Electrification team. You will be contacted regarding next steps once your signed letter has been received.
3. Contracts will be processed in the order that completed pre-contract information is received. Please contact us with any questions regarding online submission of the intake materials.

If you have any questions, please call Kristen Kalbrener at (360)515-8112 or email us at energyretrofits@commerce.wa.gov.

Commerce looks forward to working with you and your team on this important energy efficiency project.

DocuSigned by:
Emily Salzberg
987EG197DC1347E...
Emily Salzberg
Clean Buildings Managing Director

Accepted on behalf of City of College Place:

Signature: _____

Title: Mayor _____

For Commerce Reference: EECBG-024

Date: _____

Energy Contracts Routing Slip

Reviewed by	I verify that:	Initials
PROGRAM MANAGER and/or SUPERVISOR	- Any and all changes made are within my delegated authority and responsibilities - Fund source reviewed and contract amount approved - If applicable, fund allocation spreadsheet emailed to appropriate staff - Fund obligation discussed, reviewed and memo approved by leadership and appointing authority prior to routing contract or amendment, if applicable	
CLEAN BUILDINGS CONTRACT & BUDGET REVIEW	- Any and all changes made are within my delegated authority and responsibilities - Fund source, contract terms, scope of work reviewed and approved - Contract terms, scope of work reviewed and approved	
BUDGET STAFF	- Any and all changes made are within my delegated authority and responsibilities - Reviewed allotment authority and coding - Appropriate award paperwork in place, if applicable - Reviewed contract/amendment entry in CMS	NA
MANAGING DIRECTOR	- Any and all changes made are within my delegated authority and responsibilities - Final review before appointing authority signature	[Signature on document]
ASSISTANT DIRECTOR <i>cc: Energy Admin Lead</i>	Contract, amendment, or memo approved and signed by the Approving Authority	NA

Instructions:

- Use this slip when soliciting any signature from the Energy Assistant Director or Deputy Assistant Director
- Attach this slip to the top of your DocuSign envelope *before* any additional materials
- When routing, only staff implicated in a request need to initial this slip. Inapplicable initial cells may be left empty
- The DocuSign envelope should be *context complete* and all relevant explanatory material attached
- **Questions?** Contact your Unit Admin or the [Energy Admin Lead](#)

Certificate Of Completion

Envelope Id: 0F4BBDB1503547D19CCFA460CB8A5C6E

Status: Sent

Subject: Complete with DocuSign: EECBG Award Letter City of College Place

Division:

Energy

Program: EECBG

ContractNumber: EECBG Award Letter

DocumentType:

Other

Source Envelope:

Document Pages: 2

Signatures: 1

Envelope Originator:

Certificate Pages: 5

Initials: 2

Derek Cockle

AutoNav: Enabled

1011 Plum Street SE

MS 42525

Envelopeld Stamping: Enabled

Olympia, WA 98504-2525

derek.cockle@commerce.wa.gov

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

IP Address: 147.55.149.151

Record Tracking

Status: Original

Holder: Derek Cockle

Location: DocuSign

5/21/2024 12:25:50 PM

derek.cockle@commerce.wa.gov

Security Appliance Status: Connected

Pool: StateLocal

Storage Appliance Status: Connected

Pool: Washington State Department of Commerce

Location: DocuSign

Signer Events

Signer Events	Signature	Timestamp
Kristen Kalbrener		Sent: 5/21/2024 12:29:38 PM
kristen.kalbrener@commerce.wa.gov		Viewed: 5/21/2024 12:34:13 PM
Security Level: Email, Account Authentication (None)		Signed: 5/21/2024 12:34:45 PM
	Signature Adoption: Pre-selected Style	
	Using IP Address: 198.238.8.187	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Anneka McDonald		Sent: 5/21/2024 12:34:46 PM
anneka.mcdonald@commerce.wa.gov		Viewed: 5/21/2024 1:30:22 PM
Incentive Program Lead		Signed: 5/21/2024 1:30:29 PM
Washington State Department of Commerce	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 198.238.6.129	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Emily Salzberg		Sent: 5/21/2024 1:30:31 PM
emily.salzberg@commerce.wa.gov		Viewed: 5/23/2024 11:32:44 AM
Managing Director		Signed: 5/23/2024 11:32:50 AM
Washington State Department of Commerce	Signature Adoption: Pre-selected Style	
Security Level: Email, Account Authentication (None)	Using IP Address: 147.55.149.220	

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Signer Events	Signature	Timestamp
Norma Hernandez nhernandez@cpwa.us Mayor Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 5/23/2024 2:46:58 PM ID: 732f6a2b-318c-4ae0-81e1-4babf55ff872		Sent: 5/23/2024 11:32:52 AM Viewed: 5/23/2024 2:46:58 PM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Michael Rizzitiello MRizzitiello@cpwa.us Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Accepted: 10/5/2021 3:01:49 PM ID: 1362fccc-9aee-4ae8-a96f-99d9c653807b		
Kristen Kalbrener kristen.kalbrener@commerce.wa.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/21/2024 12:29:38 PM
Certified Delivered	Security Checked	5/23/2024 2:46:58 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Washington State Department of Commerce (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.15 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Washington State Department of Commerce:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: docusign@commerce.wa.gov

To advise Washington State Department of Commerce of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at docusign@commerce.wa.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Washington State Department of Commerce

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Washington State Department of Commerce

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to docusign@commerce.wa.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Washington State Department of Commerce as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Washington State Department of Commerce during the course of your relationship with Washington State Department of Commerce.



Request for Proposals (RFP) – Notice to Energy Service Companies (ESCO's)

The City of College Place is requesting proposals for ESCO services to identify, finance, design, install, commission, verify, and monitor energy and utility conservation and renewable energy measures throughout their respective city buildings and energy-using systems.

City of College Place is evaluating facility improvement measures, energy conservation strategies, and renewable energy solutions that align with the City's Comprehensive Plan. ESCOs will be expected to provide input and design engineering review to the City's energy plan, energy management and conservation process, and assist with capital planning, maintenance, and operations recommendations. ESCOs must be a licensed Washington State contractor and approved ESCO in the State of Washington at the time of submittal, and must employ design engineers licensed in the State of Washington as well as commissioning technicians as part of their proposed ESCO project team.

Companies interested in providing these services are invited to submit responses not exceeding 15 pages, printed either single or doubled sided. Responses should at a minimum include the following; use this numbering system for formatting submittal materials:

Cover Letter and Introduction, Executive Summary, if applicable

1. History of the firm and financial stability
2. Resumes of key personnel, and their locations, who will actually be involved in the project including any past work experience with local cities and counties.
3. Experience as an ESCO – Provide a short summary of range of services and past experiences, list details regarding past projects performed and services provided.
4. Standard Budget Format to include the following:
 - a. Overhead Markup
 - b. Profit Markup
 - c. Design Fees
 - d. Construction Administration Fees
 - e. Construction Bond Fees
 - f. Owner Contingency as a part of project
5. Past Project History for city and county projects in the State of Washington. Please list a minimum of ten (10) projects that have been successfully completed with references.
6. Provide a Statement of Service Capabilities to assist the district in long term Maintenance and Operations of facilities, following the installation of the agreed-upon facility improvement measures.

The selection committee will select a firm from the information provided and generated under this announcement. We also reserve the right to request that responding firms interview with the selection committee, if required. The City reserves the right to waive minor irregularities and to reject any or all

proposals. ESCOs will be considered for selection based upon their proven ability to identify, design, finance, install, commission, and monitor the operation/maintenance of energy and utility conservation measures.

Please submit in a sealed envelope (1) original and (5) copies of your proposal by **5:00 p.m. on Wednesday, September 5th, 2018**. Send the response to City of College Place, 625 South College Ave, College Place, WA, 99324 (509) 529-1200 to the attention of the "ESCO Selection Committee". Clarifications should be submitted in writing to: Mr. Paul Hartwig, Public Works Director.

This announcement is published in compliance with RCW 39.35



April 12th, 2024

Mike Rizzitiello
City Administrator
City of College Place
625 S College Ave.
College Place, WA 99324

Subject: Investment Grade Audit Proposal | City of College Place

Dear Mike Rizzitiello;

McKinstry Essention, LLC (McKinstry) is pleased to propose a Project Scope Plan for City of College Place (COCP) in response to the recent discussions between McKinstry, City of College Place and the WA State Department of Commerce's Energy Efficiency & Conservation Block Grant (EECBG). Based on those discussions, we understand COCP is interested in improving the energy efficiency and HVAC systems of the city facilities through the Energy Savings Performance-based Contracting Method.

PROJECT DESCRIPTION

This proposal will provide the guidelines for which McKinstry will provide the following tasks:

1. Complete a Level 2-ASHRAE Investment Grade Audit (IGA) study analysis associated with the following building:
 - a. City Hall – Exterior Lighting
 - b. Fire Station
 - c. Public Works Yard – Exterior Lighting (218 SE 4th St)
 - d. Kiwanis Park – Exterior Lighting
2. Develop a comprehensive Energy Services Proposal for the identified systems and issues below. Initial scoping concepts below will be vetted during the Investment Grade Audit:
 - a. **City Hall:**
 - i. **Exterior Lights:** Develop a detailed lighting report and replace any interior and exterior lights with new LED lighting.
 - b. **Fire Station:**
 - i. **HVAC and Controls System:** Develop a solution to replace the existing HAVC system with newer and more efficient equipment. Install new controls system to integrate with a central controls system.
 - ii. **Generator Upgrade:** Develop a solution to provide backup power to the facility. Options will be provided for emergency and standby operation.



City of College Place IGA Proposal

c. **Public Works Yard:**

- i. **Exterior Lighting:** Develop a detailed lighting report and replace any interior and exterior lights with new LED lighting.

d. **Kiwanis Park:**

- ii. **Exterior Lighting:** Develop a detailed lighting report and replace any interior and exterior lights with new LED lighting.

e. **All facilities will be included in the following reports:**

- i. **Utility Data Analysis (UDA):** Collect and analyze historic utility data to determine how the overall operation of the facility is performing against Energy Star and ASHRAE 100-2018 benchmarks.
- ii. Provide an **Energy Services Proposal (ESP)** that will include a **project schedule, scope** and **Guaranteed Maximum Pricing and Energy Savings (GMAX Pricing and Savings)** for implementation in Fall of 2024.

The investment grade effort is intended to lead to the implementation of energy improvement measures. The audit will provide all details necessary for implementation of viable initiatives including associated savings, costs, potential utility funding, and return on investment scenarios, as well as a construction schedule.

The ESP/IGA will be a product of the direction McKinstry receives, and it is anticipated that the information contained in the IGA and resulting Energy Services Proposal will form the basis of a proposal and contracting documents. The specific deliverables associated with this professional services endeavor can be found in Attachment A.

TIMELINE AND MILESTONES

McKinstry will initiate this scope of work upon receipt of written direction from City of College Place. Formal progress review meetings will be conducted regularly throughout the study phase. During these review meetings, McKinstry will recommend measures based on preliminary analysis. 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 (M&V) plan for the energy savings.

McKinstry will target completion of the Investment Grade Audit within 120 days upon a signed contract from COCP.

REQUESTED INFORMATION

For effective execution of this proposal, we ask that COCP provide access to the following:

1. Historical utility bills and steam consumption for the last 24 to 36 months.
2. All mechanical, electrical, architectural, and structural drawings.



City of College Place IGA Proposal

3. All operational and maintenance manuals, balancing records, & specifications.
4. Operational records related to the cost of maintaining specific equipment.
5. Information with regards to any on-going maintenance contracts.
6. Access to individuals that have relevant information pertaining to the day-to-day operation of energy using systems on site.
7. Prior energy studies for related systems, if applicable.
8. Any available hazardous material survey reports (i.e. Good Faith Survey).

COST EFFECTIVENESS CRITERIA

It is City of College Place's intent that McKinstry will implement all approved projects that meet the project cost effectiveness criteria:

- McKinstry will focus on an aggregate modified payback to be equal to or less than the useful life of the equipment, less any utility incentives. Savings will include any utility and may include hard-cost operational savings (no labor) pending COCP approval. While this is our focus, it is understood that COCP has directed McKinstry to investigate measures that may have a simple payback beyond the useful life of the equipment/systems.
- For the purposes of the financial cash flow models, McKinstry will work with COCP to use appropriate financial rates and other variables to show project benefits.
- If possible, IGA will be funded by WA State Department of Commerce's Energy Efficiency and Conservation Block Grant award. COCP may infuse capital either from planned capital project budgets, cash reserves, financing, grants, or other sources to assist with implementation of Facility Improvement Measures.

City of College Place IGA Proposal

PROPOSED COSTS

All fees assessed in the Investment Grade Audit proposal will be included in the final implementation costs. In the event McKinstry is unable to recommend projects that meet the criteria above, City of College Place has no financial obligation to McKinstry. However, if the recommendations meet or exceed the “Criteria” (List above), and COCP chooses not to enter into an agreement with McKinstry to implement the projects, COCP will Reimburse McKinstry for its time and expenses not to exceed the following:

SCOPE	DESCRIPTION	COST
Investment Grade Audit (IGA)	Investment Grade Audit to include Guaranteed Maximum (GMAX) Pricing and Energy Savings for Controls Upgrades.	\$38,454

TOTAL: \$38,454

All associated information, including deliverables, will become the property of City of College Place upon final receipt of payment. We appreciate the opportunity to continue serving City of College Place as your energy partner. Please let us know if we can answer any questions or provide you with additional information.



Luke Cashman
Program Manager
McKinstry

cc: Lance Funke – McKinstry; Sean Pelfrey – McKinstry

City of College Place IGA Proposal

ATTACHMENT A: INVESTMENT GRADE AUDIT DELIVERABLES

The Investment Grade Audit for COCP will include the following elements:

1. A description of the systems which shall receive ESCO Equipment and ESCO Services;
2. The cost-effective Facility Improvement Measures (FIMs) to be installed or caused to be installed by the ESCO and a description of the FIMs analyzed but disqualified;
3. A description of the services that the ESCO will perform or cause to be performed on or in the infrastructure, including but not limited to engineering, construction management, the operations and maintenance procedures for use on ESCO Equipment, training for personnel, warranty service provided, and equipment maintenance provided;
4. The Maximum Allowable Project Cost, 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 service standards appropriate for the infrastructure;
7. The baseline energy consumption, 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 estimated energy savings and energy cost savings that are expected to result from the installation of the ESCO Equipment and from the ESCO 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 project financing (if required) will be completed;
11. A description of how the Energy Savings will be guaranteed by the ESCO;
12. A description of how the ESCO proposes to be compensated;
13. The schedule for project completion;
14. The nature and extent of the work and equipment that the ESCO anticipates it will receive from other firms under subcontract;
15. Detailed Measurement and Verification (M&V) Plan.

City of College Place IGA Proposal

PERFORMANCE OF WORK. McKinstry shall perform the scope of work (“Work”) specified herein. McKinstry shall furnish all services necessary to perform the Work and perform the Work to completion diligently, expeditiously and with adequate forces. Customer shall use its best efforts to provide all information, materials, documents, and assistance that is reasonably required for McKinstry to perform any and all aspects of the Work.

PAYMENTS. Customer shall pay McKinstry the compensation specified herein (“Price”) for the value of Work that McKinstry has completed, as the Work is completed. Customer shall pay McKinstry within thirty (30) days of receiving an invoice. McKinstry will be entitled to interest at the maximum rate allowed by law on all sums overdue and unpaid from the date due.

WARRANTIES. Customer shall receive a one (1) year warranty that covers labor and materials provided by McKinstry as part of the Work. This warranty commences on the date that the portion of the Work warranted is substantially complete. However, McKinstry makes no warranty whatsoever regarding components of the Work provided by third parties, and in such case the terms of the third party’s warranty, including manufacturers’ warranties, if any, shall apply between Customer and the third party. The warranties in this section are exclusive and in lieu of all other warranties, whether express or implied.

TERMINATION. Either Party may terminate this agreement upon fifteen (15) days written notice to the other Party. In such case the rights and obligations of each Party that arose prior to the termination date shall survive such termination, except that McKinstry shall have no obligation to perform Work after termination.

DISPUTES. 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.

CHOICE OF LAW, VENUE. The validity, interpretation, and performance of this agreement shall be governed by the laws of the state in which the Work is performed. The venue for resolving any dispute shall be the county in which the Work is performed.

FORCE MAJEURE. Neither McKinstry nor Customer shall be considered in breach of this agreement to the extent that the Party’s performance is prevented by an event or events that are beyond the control of such party, including but not limited to acts of God, fire, earthquake, flood, storm, war, rebellion, revolution, insurrection, riot, strike, nuclear contamination, and/or acts or threats of terrorism.

NO WAIVER. No waiver of any breach, failure, right, or remedy shall be deemed a waiver of any other breach, failure, right, or remedy, whether or not similar, nor shall any waiver constitute a continuing waiver.

INTELLECTUAL PROPERTY. Intellectual property provided by McKinstry to Customer as part of the Work are instruments of service owned by McKinstry and are not “work made for hire” as such term is defined under U.S. copyright law. When the Work is performed to completion, McKinstry grants to Customer a limited license to use the Intellectual Property to operate, maintain, renovate, and manage the subject matter of the Work.



City of College Place IGA Proposal

DAMAGES LIMITATION. Neither party shall be liable for any consequential, indirect, special, incidental, exemplary, or similar, damages or losses, including loss of profits, whether based in contract or tort or any other theory, even if a party has been advised of the possibility of such damages. Furthermore, the total aggregate liability of either party, under any theory, is limited to the agreement Price.

INDEMNIFICATION. Each party shall indemnify and hold harmless the other party from and against all third party claims, damages, losses and expenses for bodily injury, sickness, disease, or death or destruction of tangible property but only to the extent directly caused by the negligent acts or omissions of the indemnitor.

SEVERABILITY, SURVIVAL. If any portion of this agreement shall be held invalid in whole or in part under any law, rule, regulation, or order, then such portion shall remain in effect only to the extent permitted, and the remaining portions of the agreement shall remain in full force and effect. Any invalid portions shall be substituted with an interpretation that most accurately reflects the Parties' intentions.

AMENDMENT. This agreement may not be amended except pursuant to a written amendment signed by an authorized signer of each Party.

COMPLETE AGREEMENT. This agreement, including the exhibits attached hereto, is a fully integrated agreement. Any legal terms and conditions appearing elsewhere in this agreement shall be ignored to the extent they contradict or are inconsistent with the terms and conditions contained in the foregoing list. All previous agreements between McKinstry and Customer as to the Work are superseded by this agreement.

MCKINSTRY

By: _____

Printed Name: _____

Title: _____

Date Signed: _____

CUSTOMER

By: _____

Printed Name: _____

Title: _____

Date Signed: _____



CONFIDENTIAL & PROPRIETARY

Preliminary Phase I FIM List - Attachment B

Project College Place, City of - Energy Upgrades
 Scenario Preliminary FIM List
 Date 12.9.2021

ROM Estimate
\$1,855,400 - \$1,923,100 ±25%

TO BE UPDATED UNDER
 THIS IGA EFFORT

Building	FIM Name	FIM Description	Strategic Benefit	ROM Estimate
Fire Station	HVAC Upgrade	Replace boilers and evaporative cooler with new high efficiency equipment. Service and inspect all water to air heat pumps. Replace gas fired furnace with an ERV to provide outside air to all conditioned spaces.	Saves energy by utilizing higher efficiency plant equipment. Additionally, utilizing energy recovery limits equipment runtime, reducing energy consumption as well as prolonging equipment life. Reduces maintenance cost with a correctly engineered system.	\$250,400
	Controls Upgrade	Install a new building controls system that can be integrated with other building controls systems across the City.	Saves energy by allowing for scheduling and tighter control of HVAC systems. Reduces maintenance costs by notifying City staff of any issues with equipment prior to major issues arising.	\$126,900
	Generator Upgrade	Upgrade existing generator to carry all critical loads for the facility.	Improves City resiliency by improving the emergency operation capability of this Facility.	\$170,600
City Wide (Facilities)	Lighting Upgrades	Replace or retrofit all interior and exterior light fixtures to new LED fixtures. Install occupancy sensors in all applicable areas.	Reduces the Cities overall energy consumption. Improves lighting quality in staff spaces. Improves security around City facilities with increased lighting levels.	\$397,700

note: Police Station Roof and Fire Station Roof were brought up during the initial walk. These systems appear to be standing seam with some degree of insulation and are considered 30-50 year items.

Job Name: City of College Place - EECBG - 24		Program Manager: Luke Cashman						
Location: College Place, WA		Account Manager: Sean Pfeiffer						
Job #:	204012	Date: 04.12.2024						
Line Item	ITEM	Development Manager	Program Manager	Energy Engineer	Electrical Engineer	Mechanical Engineer	Design Manager	Proj Mgr/ Constr. Mgr
1	EECBG Phase							
2	Highthrough			8				8
3	FIM Matrix Development		8					
4	Deploy Loggers		2					2
5	ROM Energy Savings (Based on Number of FIMs)				2	2		
6	ROM Construction Cost Estimate							
7	Client Meetings/Presentations (2) Kickoff/ROM Pries		1					
8	Travel Time							
9	PA Plan and client / state review							
10	Survey and data gathering (Pre-Retrofit Measurements)							
11	Detailed Lighting Audit							
12	Analyzing Audit Data		8					2
13	Guaranteed Energy and Operational Calculations			30				
14	Design Engineering				6	8		
15	Cost estimating		4					4
16	Additional Site Walkthrough							
17	Utility rebate coordination			4				
18	Final Design Deliverables		8					
19	Final Risk Review		2	2				1
20		2						
21	Final Scoping		2					
22	ESP Development		4					
23	Client Presentation		8					
		2	47	56	8	10	0	17
	SUBTOTAL (Hrs)							

City of College Place, Washington
RESOLUTION NO. 24-044

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
AWARDING ENERGY BLUEPRINT (ESCO/INVESTMENT GRADE AUDIT) CONTRACT OF \$38,454
TO MCKINSTRY FOR SUCH SERVICES FOR CITY FACILITIES**

Whereas, the City of College Place is a non-charter code city governed by the rules and regulations of RCW 35A; and

Whereas, a block grant program for energy efficiency projects was created by the Federal government through the Inflation Reduction Bill; and

Whereas, for jurisdictions who are not direct recipients of Community Development Block Grant dollars the State put together a competitive program to pursue such funding through the State as a subgrantee, and

Whereas, the City submitted a grant application to cover a energy blueprint (ESCO analysis) of the Fire Station, exterior municipal complex parking lot lights, exterior lighting at the public works yard, and Kiwanis Park pickleball/basketball court lighting, and

Whereas, the City conducted a competitive process to award ESCO contract to McKinstry during its September 25th, 2018 City Council meeting and pricing needs to be refreshed for upcoming implementation projects that are grant funded, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Authorize the City Administrator to sign ESCO Investment Grade Audit proposal by McKinstry for \$38,454 for such services for the Fire Station, Municipal Complex Parking Lot, Public Works Yard exterior, and Kiwanis Park Pickleball/Basketball Court Lighting Projects.

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 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

	PBS Engineering			JUB Engineering			CivTech			TSI		
	Points	Out of		Points	Out of		Points	Out of		Points	Out of	
Transmittal Page	Pass			Pass			Pass			Pass		
Firm Qualifications and Team	30	35		34	35		25	25	35	25	25	35
Project Understanding	25	35		34	35		34	34	35	28	28	35
Project Management	25	30		28	30		25	25	30	20	20	30
Total	80	100		96	100		84	84	100	73	73	100



Section 1: Introduction

Request for Qualifications:

College Place Streets for All (SS4A) Comprehensive Safety Action Plan

Date of Release: Tuesday, April 30th, 2024 at 10 AM

Due Date: Fri, May 10th, 2024 at 4 PM

The City of College Place is home to 9,900 people and Walla Walla University within the Walla Walla Valley of Southeastern Washington State. The City requests qualification statements (RFQ) from Firms to assist the City as described in the Safe Streets and Roads for All (SS4A) application and agreement (link):

<https://www.dropbox.com/scl/fo/e3sp5oo3eqp9n2keqa2pd/AAAdM3PhS0PHwLCeWrwb-hEE?rlkey=xbc2e5fgyug4fcsa3hpcklsq3&st=yndj1uhq&dl=0>

Section 2: Timeline for Section

Advertisement and Release of RSQ - Tuesday, April 30th, 2024 at 10 AM

Question and Answers (Q&A) Period Ends - Friday, May 3rd, 2024 at 4 PM

Submission of RSQ to City - Friday, May 10th, 2024 at 4 PM

Section 3: Key Documents

- College Place SS4A Planning Grant Narrative and Agreement: <https://www.dropbox.com/scl/fo/e3sp5oo3eqp9n2keqa2pd/AAAdM3PhS0PHwLCeWrwb-hEE?rlkey=xbc2e5fgyug4fcsa3hpcklsq3&st=09pfqyi7&dl=0>
- College Place SS4A Plan Supporting Planning Material Documents: https://www.dropbox.com/scl/fo/099v38qw6y5ekipuwyhuz/ALf0L51pecJVj_mYpkmdXEg?rlkey=74w7tp65hgyaw6a8icob6mnwt&st=jmpc5gop&dl=0
- Federal SS4A Grant Website: <https://www.transportation.gov/grants/SS4A>

Section 4: Proposal Submittal

The proposal must be received digitally no later than Friday, May 10th, 2024 at 4 PM to

the email address of Mr. Mike Rizzitiello – City Administrator mrizzitiello@cpwa.us
Emails with RFQ submittals shall have the email subject line as follows: **RFQ – Safe Streets and Roads for All (SS4A) Action Plan** Proposer shall include their name and address and contact information in the body of the email. It is the Proposer's responsibility to ensure that RSQ's are received prior to the stated submission deadline. Late RFQ's may not be considered, it is the City's sole discretion to accept or reject a late proposal.

In its sole discretion, the City reserves the right to reject all submissions, reissue a subsequent RFQ, terminate, restructure, or amend this procurement process at any time. This RFQ is not a bid. Evaluation of respondent qualifications will use the evaluation criteria contained herein. The City may contact any consultant after receiving its submittal to seek clarification of any portion thereof. The City reserves the right to request additional information from any consultant if the City deems such information necessary to evaluate the consultant's qualifications.

In the event the City elects to negotiate a contract with a selected consultant, the City reserves the right to negotiate such terms and conditions of the Agreement, including, but not limited to; scope, role, price, and staffing, which may be in the best interest of the City. If the City receives a subsequent grant in the future. The City reserves the right to continue with the current consultant.

Section 5: Study Area Map



Section 6: Scope of Services

6.1 General Description

The City of College Place applied for and was successfully awarded federal Safe Streets and Roads for All (SS4A) funding to develop a comprehensive transportation safety action plan. With this funding, the City of College Place will complete an action planning process following the eligibility guidelines of the federal SS4A grant program. The SS4A action plan eligibility criteria includes the following elements:

- Leadership Commitment
 - Council resolution committing to achieve zero roadway fatalities and serious injuries by a date certain, or % reduction by a date certain with eventual goal of zero roadway fatalities and serious injuries.
- Planning Structure
 - Creation of a task force or similar body with oversight of plan development, implementation, and monitoring.
- Planning Process Inputs
 - Develop safety analysis of existing conditions and historical trends setting a baseline of crashes involving fatalities and serious injuries.
 - Robust engagement with the public and stakeholders allows for direct feedback.
 - Plan development using inclusive and representative processes. Identification of underserved communities. Analysis inclusive of population characteristics and initial equity impact assessments of proposed projects and strategies.
- Planning Process Outcomes
 - Assessment of current policies, plans, guidelines, and/or standards to identify opportunities to improve transportation safety
 - List of specific projects, strategies, descriptions of programs, and explanation of prioritization criteria used.
 - List of interventions focused on infrastructure, behavioral, and/or operational safety.
 - Description of how progress will be measured over time that includes, at a minimum, outcome data.

The City of College Place's SS4A Action Plan will develop a comprehensive approach to safety performance, including: (1) screening and identification of safety locations based on historical safety performance and (2) identification of roadway and intersection characteristics associated with crash risk for proactive systemic safety improvements.

The citywide screening will include every roadway segment and intersection, through an objective data driven lens with several performance measures from the Highway Safety Manual. This innovative approach will remove potential bias and will normalize traffic volumes. The systemic safety improvements will be identified with risk factors and selection of intersections and corridors for treatment. The project list will come from performance-based criteria and systemic risk factors; this combination will ensure College Place is prioritizing safety-focused projects based on science and empirical evidence and making best use of available funding sources to prevent roadway deaths and serious injuries.

College Place's SS4A Action Plan will support the city's adopted Comprehensive Plan priorities related to walkability and equity, the city's Complete Streets policy, ADA Transition Plan, Local

Road Safety Plan, and Complete Streets Plan. All associated documents are located here: https://www.dropbox.com/scl/fo/099v38qw6y5ekipuwyhuz/ALf0L51pecJVj_mYpkmdXEg?rlkey=74w7tp65hgyaw6a8icob6mnwt&st=pqbqz040&dl=0

6.2 Technical or Required Services

Work under this contract will include the following types of services, the detailed descriptions of which are included as Attachment D, Statement of Work:

- Project Management and Administration
- Strategic Planning
- Public Involvement Program
- Safety Analysis
- Equity Analysis
- Policy and Process Assessment
- Project Development
- Reporting and Tracking Progress
- SS4A Action Plan Documentation

The successful Proposer will perform the above services for this project and shall be expected to work closely with designated City personnel to accomplish the project goals described in Attachment D, Statement of Work. The City has assigned project manager Mike Rizzitiello, City Administrator, to oversee the successful Proposer's work and provide support as needed.

6.3 Deliverables and Schedule

Deliverables are considered those tangible resulting work products that are to be delivered to the City such as reports, draft documents, data, interim findings, drawings, schematics, training, meeting presentations, final drawings, and reports. Unless otherwise specified by the City, the successful Proposer will prioritize submitting applicable deliverables electronically. Deliverables for this project are those work products required to complete services as described in Attachment D, Statement of Work.

All deliverables and resulting work products from this contract will become the property of the City of College Place. As such, the Contractor grants the City the right to copy and distribute (in any and all media and formats) project deliverables for regulatory, project certification/recognition, program development, public education, and/or for any purposes at the sole discretion of the City.

As further described in Attachment A, Statement of Work, the study should be completed within a year of the contract being signed.

SECTION 7 PROPOSAL CONTENT AND FORMAT

7.1 Organization of Proposal

Proposers must provide all information as requested in this Request for Proposal. Proposals must follow the format outlined in this RFQ. Proposals should be organized in the following manner:

1. Transmittal Page
2. Firm Qualifications and Project Team
3. Project Understanding and Approach
4. Project Management

7.2 Transmittal Page

By submitting a proposal, the Proposer is accepting the General Instructions and Conditions of this Request for Proposal (reference second page of the RFQ), the stated insurance coverage and limitations, and the Standard Contract Provisions of the Personal Services contract.

The Transmittal Page must include the following:

- RFP number and project title
- Full legal name of proposing business entity
- Name(s) of the person(s) authorized to sign any contract that may result
- Contact person's name, mailing or street addresses, phone, and email address

A legal representative of the Proposer authorized to bind Proposer in contractual matters must sign the Transmittal Page.

7.3 Firm Qualifications and Project Team

Proposers should provide a general description of the range of relevant activities performed by their firm and team members. Provide details on the following:

- Describe your firm's legal structure, areas of expertise, length of time in business, number of employees, and other information that would be helpful in characterizing the firm.
- Provide the address of the firm's home office and the address of the office that will manage the project, if applicable.
- Describe firm's resources available to perform the work for the duration of the project and other on-going projects.
- Describe similar projects performed within the last 5 years, which best characterize your firm's capabilities, work quality and cost control.
- For each project mentioned, include the name, address and phone number of a person who can be contacted regarding your performance on the project. When submitting projects for which your firm worked in an auxiliary capacity or in a joint venture or partnership, include the name of the lead firm.
- Describe firm's internal procedures and/or policies associated with or related to work quality and cost control.
- Describe firm's management and organizational capabilities.
- Certify that your firm is not disbarred Federally or through State of Washington. Need proof of System for Award Management (SAM) active registration.
- Describe what work will be performed in-house versus subcontracted. For any proposed subconsultants, describe those firms' capabilities and areas of expertise, projects your firms

have worked on together, and other relevant subconsultant project history or information regarding your decision to include them on the project team.

7.4 Project Understanding and Approach

Provide details on the approach and methodology for the performance of the scope of services including descriptions for the following:

- Describe or provide a detailed description of Proposer's approach to overall management and integration of all activities required by the scope of services, including the management objectives and techniques that demonstrate how the work requirements will be met.
- Describe the proposed work tasks and activities and provide a narrative description of how the firm proposes to execute the tasks during each phase of the project.
- Identify the time frame estimated to complete each task.
- Identify the team members who will work on each task.
- Describe the proposed work products that will result from each task or activity.
- Identify points of input and review with City staff.
- Based on your firm's expertise and experience with similar projects, demonstrate how your firm will effectively complete the proposed project.

7.5 Project Management

In your proposal response provide details on how your firm would administer this project. Proposals should address the following points:

- Describe the proposed project manager's experience on past similar projects and explain the project manager's approach to schedule, budget, scope, and change management. The description should include the project manager's experience and approach to communicating with and managing a team of diverse professionals on a project with multiple inter-related deliverables.
- Extent of company's principal member's involvement.
- Approximate number of people to be assigned to the project.
- Names of key personnel who will be performing the work on this project, and:
 - their roles and responsibilities on this project
 - current assignments and location
 - directly relevant experience on similar or related projects
 - unique qualifications
 - demonstrated performance record of key personnel
 - percentage of their time that will be devoted to the project
 - resumes and additional qualifications may be included as an appendix to Proposer's response.

SECTION 8 PROPOSAL EVALUATION AND CONTRACTOR SELECTION

8.1 Evaluation Process

A selection committee assembled by the City will review written proposals. After meeting the mandatory requirements, the proposals will be evaluated on their technical and fee aspects. For the purpose of scoring proposals, each committee member will evaluate each proposal in accordance with the criteria listed in Section

4. The committee may seek the assistance of outside expertise, including, but not limited to, technical advisors. The City will evaluate and score the submitted proposals as follows:

1. Transmittal Page	Pass/Fail
2. Firm Qualifications and Project Team	35 Points
3. Project Understanding and Approach	35 Points
4. Project Management	30 Points
Total Evaluation Points	100 Points

8.2 Clarification of Proposals

The City reserves the right to obtain clarification of any point regarding a proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Proposer to respond to such a request for additional information or clarification could result in rejection of their proposal.

8.3 Negotiations with Top Ranked Firm and Contractor Selection

Following the selection committee's final determination of the highest scored Proposer, the City will issue a Notice of Intent to Award and begin contract negotiations with the top ranked Proposer regarding conditions, compensation level, schedule and performance of the scope of services. After good faith negotiations, if the City and the top ranked Proposer are unable to agree, then the City will move to the second ranked Proposer and enter into negotiations. The process shall repeat until either the City and a firm come to an agreement, or the City determines the project unfeasible at this time and elects to re-scope and re-solicit the work.

Section 9 Budget

The maximum budget for this project is \$128,100.

APPENDIX A: STATEMENT OF WORK

Task 1 Project Management and Administration

- Schedule, prepare for, conduct, and document project meetings. Meetings may be held virtually via Microsoft Teams or Zoom. Anticipated meetings include:
 - Project kickoff meeting
 - Project team meetings
 - Quarterly Utility & Transportation Advisory Commission meetings (They will act as Safe Streets Task Force).
 - Miscellaneous coordination meetings
- Prepare monthly schedule updates.
- Prepare and submit monthly invoices.
- Monitor budget.
- Prepare a project design schedule using the critical path method in Microsoft Project.

Task 2 Strategic Planning

2.1 Safe Streets Leadership Commitment

Consultant will support City staff with presentation materials for City Council briefing and SS4A Action Plan Adoption.

2.2 Safe Streets Task Force

The City's Utility & Transportation Advisory Commission (UTAC) will act as the Safe Streets Task Force. They meet once a quarter. The consultant will support City staff with presentation materials.

2.3 Vision and Goals

Consultant will work with project team to set goals for working towards the objective of achieving zero roadway fatalities and serious injuries that are actionable and measurable at various points in time. Consensus will be reached regarding goals with project stakeholders early in the project.

- Prepare summary of vision and goals in line with other College Place policies, such as Complete Streets, the Transportation System Plan, Strategic Plan.

2.4 Strategies

The strategies will include identifying and documenting lead agency, supporting/partner agencies, budget needs, and a timeline for implementation between short-term and long-term goals. The strategies will discuss investments in training and staff time, enforcement interventions, public communications and messaging, and public education, in addition to capital needs. These strategies will focus on a Safe System Approach, effective interventions, and consider multidisciplinary activities. To the extent practical, data limitations are identified and mitigated.

Prepare a technical memorandum documenting the strategies for a safe systems approach.

Task 3 Public Involvement Program

The purpose of the public involvement program is to make informed decisions that consider and reflect the needs and opportunities that may be present among the communities that the project is designed to serve.

3.1 PI Plan (PIP)

- Prepare a PIP. Discuss, modify, and confirm with City the following:
 - Schedule for meetings and other deliverables associated with PI.
 - Target audience and stakeholders.
 - Communities of Concern—specifically low-income communities, communities of color, seniors, children, people with disabilities, and people who rely on walking, biking, and transit as their primary means of transportation
 - Desired outcome of PI.
 - Project messaging / talking points.
 - List of communications and outreach tools to engage and reach the desired audience.

3.2 PI Meetings

- Participate in the planning of and attend up to five (5) meetings, as listed below, to provide Project information and address specific questions and concerns related to the Project. PI meetings may be conducted in-person, virtually, or in a hybrid setting:
 - Project open houses (1).
 - Utility & Transportation Advisory Committee meetings (4).
- Document input received from the meetings by preparing a written public involvement summary.

3.3 PI Materials

- *PI Toolkits.* Consultant will provide a toolkit of content, informational graphics, and photos for City to post on various platforms with accompanying recommended posting schedule. City will use this content to create mailers, flyers, and fact sheets, as well as develop social media and website posts throughout the Project's duration. City will format, print, and mail the various informational pieces. City will maintain the stakeholder distribution/ mailing list.
- *Project website.* City will use the project website as the primary method to provide project updates, identify ways to get involved, and communicate current project status. City will create and manage this website; Consultant will provide content for the website, such as exhibits, frequently asked questions, and handouts.
- *Social media engagement.* City will use its existing social media platforms and will lead overall social media management and placement of the posts. Consultant will provide content for social media posts via the PI Toolkits prior to significant PI activities and/or to raise awareness about the Project.

- *Informational graphics.* Consultant will develop graphics throughout the Project to supplement PI activities and outreach, including a program identifier (logo), branding, and public messaging.
- *Online survey/Q&A.* Consultant will develop an interactive activity to gather input for the project. This will include a survey or similar question and answer (Q&A) format that will provide the community an opportunity to provide input and ask questions. It will be available to the general public and will include primarily value-based questions. Consultant will draft the questions, provide graphics, and prepare a summary of the results.

Task 4 Safety Analysis

4.1 Network Screening

Consultant will work with City staff to select several safety performance measures from the AASHTO Highway Safety Manual (HSM) to evaluate the frequency, severity, and type of crashes occurring at intersections and along roadway segments, such as critical crash rate, fatal and severe injury crash frequency, excess proportion of bike and pedestrian crashes, and equivalent property damage only.

- Determine data availability for each potential performance measure.
- Provide recommendations on which performance measures meet the vision and goals that are feasible with current data.
- Prepare a technical memorandum documenting the selection of safety performance measures.

4.2 GIS Tool

Consultant will develop a GIS based tool to run the network screening citywide.

- The consultant will work with the City staff to ensure consistency in the tool development. The goal being that the tool will be handed over to the City staff to run for future updates. The consultant will provide training to City staff on how to use the GIS tool.
- Run the network screening process with the most recent five years of crash history as well as available traffic volume and roadway inventory data to calculate all safety performance metrics for every intersection and roadway segment in College Place.
- Include nearby or adjacent roadways with ownership and/or maintenance by other agencies, such as City of Walla Walla (Myra Rd), Walla Walla County (Wallula Rd), and Washington State Department of Transportation (SR 125). Identify ownership/maintenance responsibility in analysis, to help find opportunities for future partnership between agencies on potential safety improvements.

- Rank locations based on the previously agreed upon safety evaluation criteria.
- Review preliminary results based on GIS tool analysis and refine as needed.
- Finalize ranked locations based on refinement.
- Prepare a technical memorandum documenting the results of the GIS based network screening.

4.3 Systemic Safety

Consultant will identify crash risk factors and map the locations exhibiting that roadway or intersection characteristic.

- Summarize crashes on city roads over the past five years. Based on the analysis results, identify crash and roadway and intersection characteristics associated with a high frequency of fatal and severe crashes to assist in prioritizing locations for proactive safety improvements.
- Identify priority locations for systemic treatment applications. For each risk factor previously identified, map the locations exhibiting that roadway or intersection characteristic and provide guidance for prioritizing corridors.
- Prepare a technical memorandum documenting the results of the systemic safety analysis.

4.4 Speed Analysis

- Consultant will identify locations with the largest speeding concerns by looking at the speed differential between speed studies collected by the City and posted speeds.
- Consultant will identify streets that should be considered for a reduction in posted speed.

Task 5 Policy and Process Assessment

5.1 Policy and Process Assessment

Consultant will assess current College Place policies, plans, guidelines, and standards to identify opportunities to improve how processes currently prioritize traffic safety.

5.2 Policy and Process Recommendations

Consultant will determine potential improvements through the adoption of revised or new policies, guidelines, and/or standards, as appropriate. Coordinate with groups that would be involved with implementing these changes and provide recommendations for the proposed changes. Provide approximate timelines and stakeholders that would need to be involved to implement changes.

Prepare a technical memorandum documenting the recommended proposed changes in policies,

guidelines, or standards.

Task 6 Project Development

6.1 Site Selection

Consultant to overlay the hot spot analysis, systemic analysis, and Washington State Department of Transportation Crash data for City of College Place to develop a comprehensive list of locations. Consultant to work with City staff to consider recent road/intersection improvements for the highest scoring sites to determine the top intersection and segment sites to advance into project development. Remove locations with recent improvements installed during the analysis period or programmed for upcoming improvements. These sites should be monitored to evaluate whether the recent improvements were effective in addressing safety considerations.

6.2 Summary Sheets

Consultant to prepare summary sheets for the top twenty intersections and top ten corridors. The summary sheets provide a one-page snapshot of the following items for each location:

- Safety Performance Scores – The intersection or segment safety performance scores based on the criteria are given along with the overall rankings from the network screening evaluation.
- Crash Diagrams – Crash diagrams depict the type and number of reported crashes that occurred at the intersection or segment. The diagram also notes the number of fatalities and severe injuries.
- Crash Analysis Summary – Crash trends and patterns summarized in this section.
- Field Review – Images and comments from site reviews conducted via Google Street View and by City staff.
- Suggested Countermeasures - Countermeasures to help address identified crash patterns or other safety considerations at the site.

6.3 Project Scoping and Cost Estimating

Consultant to develop project components and planning level cost estimates for the top safety projects. Assess timelines for safety improvements at each site taking into consideration funding sources and availability. Assign a category for each safety project of short-, medium-, or long-term improvements. Some locations may fall into multiple timeline categories, while others may only fit into one schedule.

6.4 Benefit/Cost Ratios

Consultant to calculate benefit/cost ratio for each proposed safety project to help re-rank locations as needed.

6.5 Funding Strategy

Consultant to coordinate with Metro and other partners on a funding strategy for identified projects.

6.6 Technical Memorandum

Consultant to prepare a technical memorandum documenting a comprehensive set of safety projects.

Task 7 Reporting and Tracking Progress

7.1 Progress and Measures

Consultant will work with City staff to determine actionable measures for reporting and tracking progress toward reducing roadway fatalities and serious injuries. The reporting will include regular progress updates (at least annually) and publicly available data and progress on action plan strategies. Prepare list of projects to be made publicly available along with the Adopted Action Plan.

Consultant will develop a Safe Streets GIS dashboard to be hosted on the City's website.

Task 8 SS4A Action Plan Documentation

8.1 Draft SS4A Action Plan Document

Consultant to prepare a draft version of the Action Plan document. The Action Plan will incorporate results from the previous technical memorandums.

8.2 Final SS4A Action Plan Document

Consultant to prepare final version of the Action Plan document with comments incorporated. The resulting document should be a plan that conforms with Federal Department of Transportation Safe Streets 4 All principles: <https://www.transportation.gov/NRSS> / <https://www.transportation.gov/NRSS/SafeSystem>

8.3 Adopted SS4A Action Plan Document

Consultant will support City staff with City Council SS4A Action Plan Adoption.

8.4 Project List for Transportation System Plan Amendment

Consultant will prepare adoption-ready recommended project list to be used for an updated six-year State Transportation Improvement Plan (STIP) and City Capital Facility Plan Amendment

Preliminary Project Milestone Schedule:

Consultant Solicitation (RSQ): May 2024

Council Award May 28th, 2024

Signed Contract: June 2024

- Safety Analysis: July 2024 through September 2024
- City Council Briefing: October 2024
- Project Development: November 2024 through March 2025
- City Council Meeting & SS4A Action Plan Adoption: April 2025

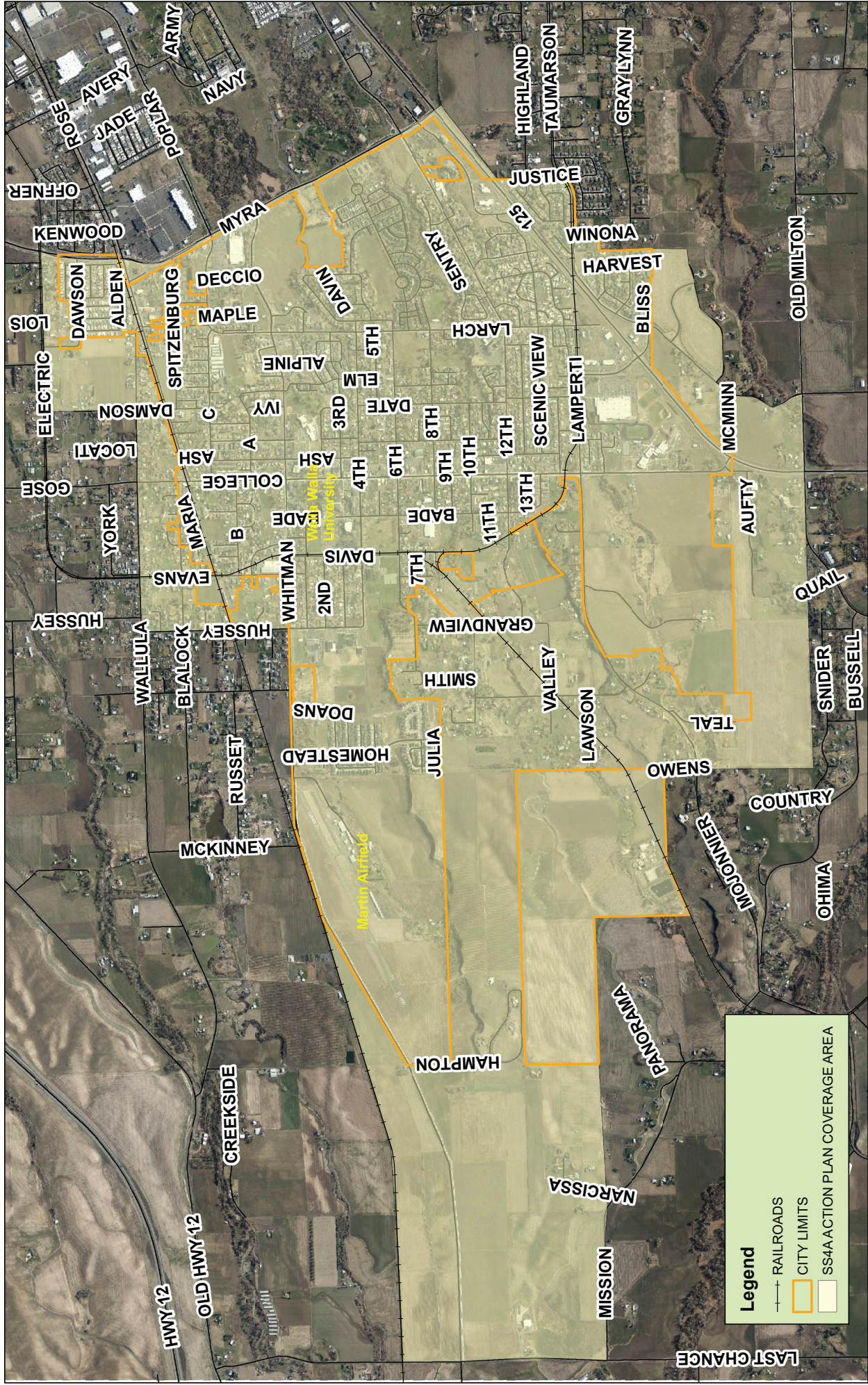
Project Web Page:

June 2024 through April 2025

PUBLIC INVOLVEMENT

- Online Survey: July 2024
- Public Open House 1: October 2024
- Public Open House 2: January 2025

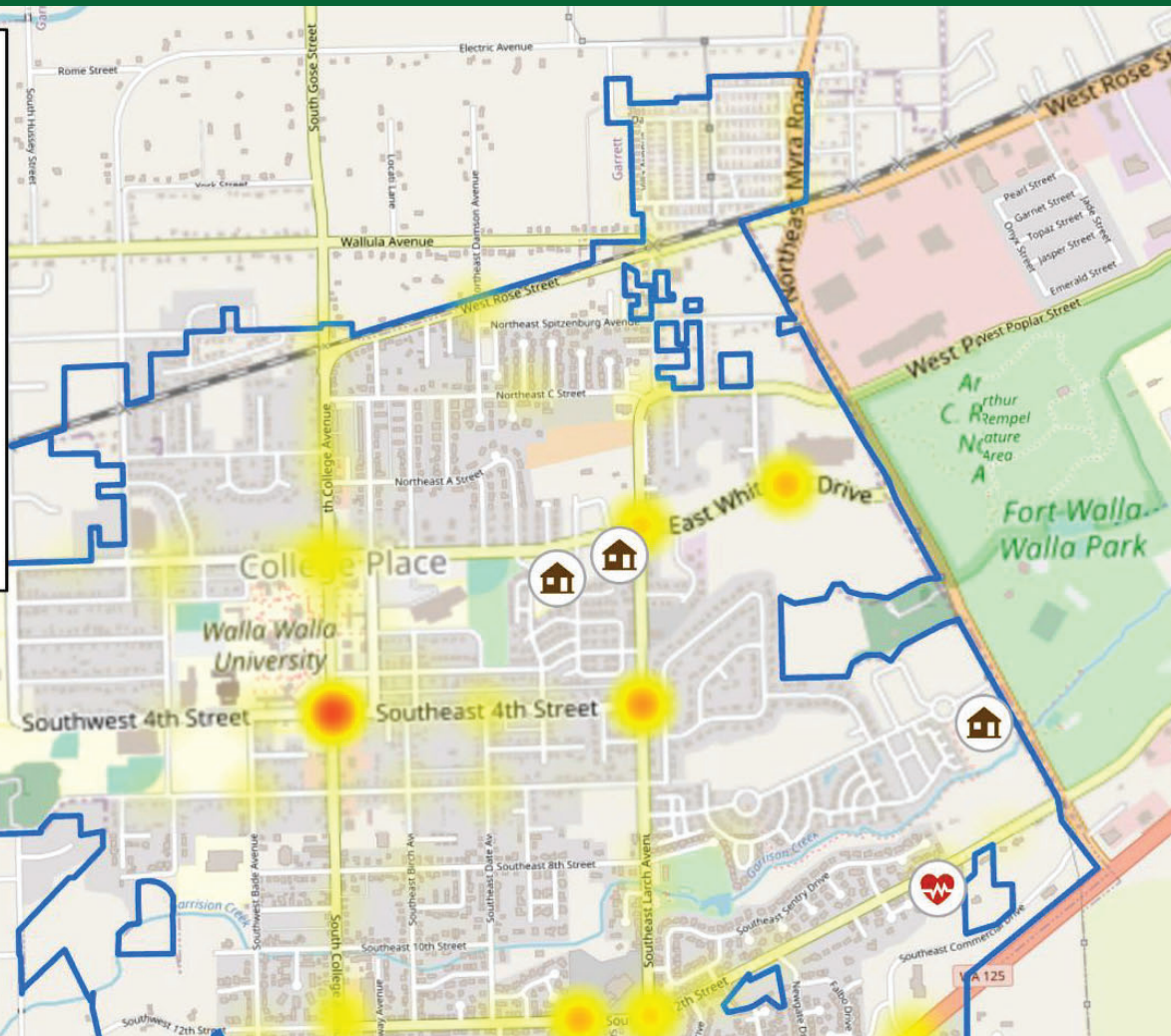
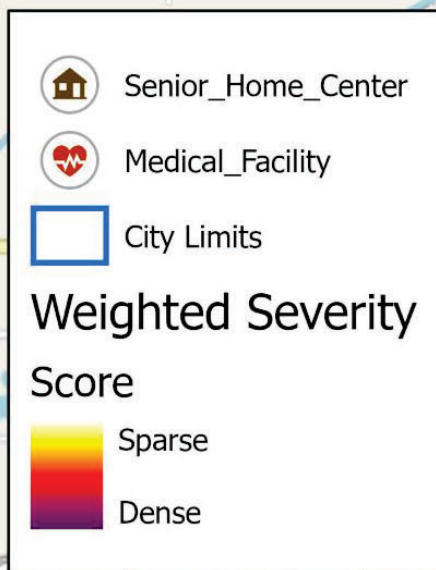
FEDERAL DOT: SS4A ACTION PLANNING AREA





Statement of Qualifications for

Safe Streets for All (SS4A) Comprehensive Safety Action Plan



May 10, 2024

J-U-B FAMILY OF COMPANIES



THE
LANGDON
GROUP



J-U-B ENGINEERS, INC.



GATEWAY
MAPPING
INC.

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SAM Documentation & Resumes



HELPING EACH OTHER
CREATE BETTER COMMUNITIES



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J-U-B FAMILY OF COMPANIES

Transmittal Page

RFQ Number: SS4A

RFQ Title: Safe Streets and Roads for All (SS4A) Action Plan

Full Legal Name of Proposing Business Entity: J-U-B ENGINEERS, Inc.

Authorized Person(s):

Angie Comstock, Transportation Regional Lead

7825 Meadowlark Way, Coeur d'Alene, ID 83815

208-762-8787 | acomstock@jub.com

Contact Person:

Spencer Montgomery, Project Manager

3611 S Zintel Way, Kennewick, Washington 99337

509-378-2312 | smontgomery@jub.com



HELPING EACH OTHER
CREATE BETTER COMMUNITIES



**THE
LANGDON
GROUP**



**GATEWAY
MAPPING
INC.**

J-U-B FAMILY OF COMPANIES

May 10, 2024

Mike Rizitiello, City Administrator
625 S. College Avenue
City of College Place, WA 99324

Re: Statement of Qualifications: Safe Streets and Roads for All Comprehensive Safety Action Plan

Dear Mike,

J-U-B ENGINEERS, Inc. (J-U-B) has enjoyed the working relationship that we have developed with the City of College Place over the past few years while we have served as your City Engineer.

We are excited to assist the City to create a Comprehensive Safety Action Plan to build off of the Local Road Safety Plan. The J-U-B ENGINEERS Transportation Service Group (TSG) wants to help you achieve your goals in creating a safety action plan that will identify and prioritize improvements and qualify the city for federal Safe Street and Roads for All implementation funds. We will also review each project in your Transportation Improvement Program to make sure that any reasonable project is considered to be included in some safety project in the Safety Action Plan.

We have years of experience working with safety data for several jurisdictions in Eastern Washington and other states as well. J-U-B knows the College Place transportation system better than anyone else. We have qualified professionals that work for College Place everyday and can use our knowledge and insight of your transportation system to create a Safety Action Plan that will serve the city well. And since the federal requirements for the preparation of the Safety Action Plan includes significant public involvement, it will give the City an opportunity to become acquainted with our public involvement specialists too!

Thanks for considering J-U-B for this important project. We look forward to working with your Utilities and Transportation Advisory Committee, other city officials and the public to make College Place a safer community.

Sincerely,
J-U-B ENGINEERS, Inc.

A handwritten signature in blue ink that reads "Spencer D. Montgomery".

Spencer Montgomery, PE, Project Manager

Firm Qualifications and Project Team



S-Corp
70 years in business, founded 1954

500 employees

83 Washington employees



J-U-B ENGINEERS, Inc.

was established in 1954 and is an employee-owned professional consulting firm. With headquarters in Meridian, Idaho, J-U-B employs 500 personnel who are located in 22 offices across seven states, **including a local office in Kennewick**. We have steadily and sustainably grown in staff and areas of expertise over the years through listening to our clients and **providing planning and engineering services**, innovative ideas, and practical solutions.

Services

- Aviation
- Bridges
- Construction Services
- Environmental/
Sustainability
- GIS Mapping/Asset
Management
- Irrigation Systems
- Land Development
- Landscape Architecture
- Municipal Engineering
- Roads/Highways
- Stormwater
- Structural Engineering
- Surveying/Geomatics
- Traffic and
Transportation
Engineering and
Planning
- Water/Wastewater

Our Subsidiary Companies



THE LANGDON GROUP

The Langdon Group, Inc. (TLG)

was born in 1997 out of a need to better work with the public on complex infrastructure projects. J-U-B was navigating a challenging wastewater project and was encountering resistance from the public. In response, J-U-B initiated a pursuit to learn how to work with the public and met with Professor Larry Susskind at MIT about how to successfully integrate public involvement processes and collaboration into projects. For more than 20 years, **TLG has supported J-U-B by providing public involvement, facilitation, mediation, conflict management, and strategic visioning for clients**. They design and conduct processes to help clients and their communities solve problems and implement solutions. TLG offers staff certified in stakeholder involvement processes by the International Association of Public Participation and trained in facilitation, mediation, and conflict resolution.



GATEWAY MAPPING INC.

Gateway Mapping, Inc. (GMI)

has been providing Geographic Information Systems (GIS) services since 1991 and they focus on making GIS more useful and usable for their clients. Their dedicated GIS specialists have worked with a wide range of clients to develop customized GIS solutions in ways that go well beyond mapping and promote efficiency, save money, answer questions, and produce better results. **GMI provides expertise in GIS planning and implementation**, infrastructure management (water, sewer, storm drainage, irrigation, transportation, electrical), parcel mapping, training, software development, web and mobile application development, map production, and cemetery and asset records management. GMI is an Esri authorized business partner.



Headquarters

Meridian Office

2760 W Excursion Ln, Ste 400
Meridian, ID 83642

Servicing Office

Kennewick Office

3611 S Zintel Way
Kennewick, WA 99337

Firm's Resources

In addition to the highly qualified key personnel shown throughout this proposal, we have support staff assigned to support our team and have a vast resources of licensed, certified, and experienced professionals across all our service disciplines, totaling more than 500 employees across 22 offices. The team we have selected is familiar with College Place and studies similar to Safe Streets and Roads for All, including those who assisted with College Place's application for the grant funding this project.

Effective in early 2021, J-U-B implemented the Transportation Services Group (TSG), where all of the full-time surface transportation resources within J-U-B are now part of the same operational group that serves our practice across our entire geographic footprint. Today the TSG includes 70 key resources. This change provides our clients the full expertise, capability, and capacity of J-U-B regardless of the project location and lends a larger group of resources to ensure project schedules are kept. The TSG works to resource a project team with specific experience and design knowledge tailored to the various project components.

Our Kennewick office includes five of those key TSG resources, as well as many others that regularly work on College Place projects as part of our on-call engineering services work for you, including planners and GIS specialists and we are vested in the success of this project.

Similar Projects

Included on the next several pages are several project examples that demonstrate both our expertise in the requested areas identified in your RFP and our knowledge of the City of College Place. J-U-B has worked closely with the City of College Place over the last four years on water, sewer, planning, and transportation projects, giving you – the City – a great advantage in choosing us to do this work. Because of our existing knowledge of your City and transportation network, we will be able to utilize your budget better and focus our efforts even more on the analysis and public involvement.

As transportation professionals, safety is part of nearly everything we do. Members of our project team have attended several safety conferences and training seminars to keep abreast of safety considerations such as countermeasures. We have performed many corridor studies that use safety as a criterion for selecting an alternative. In the design work we perform safety is always considered as well.

Experience with College Place

J-U-B Engineers has been working for several years as the City Engineer for the City of College Place. As such *our team of professionals has worked on many civil engineering projects and regularly spends time in College Place evaluating your transportation system.* We have helped to prepare your Transportation Improvement Program, review development proposals, worked on updating the city standards, prepared grant applications and provided input on many other issues and cost estimates that are relevant to the city of College Place including:

- Deccio Road Parking
- Meadowbrook Shopping Entrance
- Lamperti Crosswalk
- Mojonnier Road
- Safe Routes to Schools
- Birch Avenue
- Garrison Village Traffic Circle
- Whitman Drive/Academy Way Safety
- Davis Elementary Traffic
- Post Office Crosswalk Safety
- Myra Road traffic Issues
- Whitman Drive roundabout
- 12th/Larch Roundabout Bade Avenue Traffic

All of this experience gives us the best, most comprehensive understanding of your transportation system and will be invaluable in the process of preparing the Safety Action Plan.

Flex Light-Industrial Building Planning Study | City of College Place, WA (2020)

Mike Rizzitiello, City Administrator; (509) 394-8506; mrizzitiello@cpwa.us

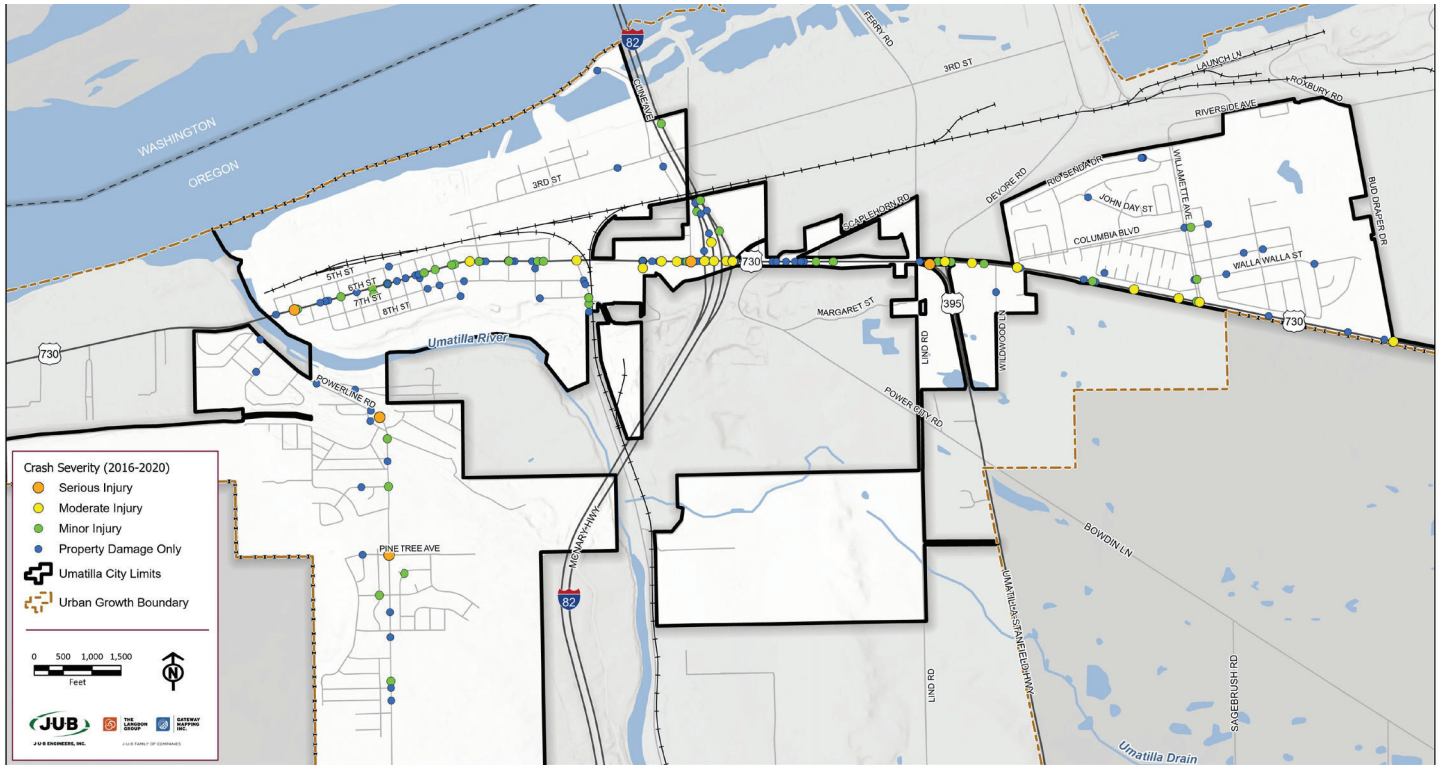


In 2020, J-U-B, The Metts Group, and Design West Architects teamed together to assist the City of College Place with the preparation of a Planning Study which evaluated three light industrial sites for a future City-Owned Flex Light-Industrial Building. The City desires to expand the amount of light industrial land available for development and market the many food processing, medical, wine, and tourism industries interested in locating in the area. Specifically, the industries looking for industrial sites prefer a pre-constructed building rather than a greenfield site. The general premise of this study consisted of the following:

- Analyze the infrastructure and public facilities needed for future development.
- Identify the most cost-effective site to develop.
- Complete engineering analysis identifying potential impacts of land use to public facilities.
- Prepare supporting engineering cost estimates.
- Prepare economic analysis for the College Place and Walla Walla area.
- Identify potential industrial uses for the site.
- Develop conceptual site layouts and building floor plan compatible for flexible work space.

Umatilla Transportation Systems Plan • City Of Umatilla, OR

Brandon Seitz, Community Development Director, (541) 922-3226 x103, brandon@umatilla-city.org



The experience gained from this project has rolled into securing a grant for the SS4A Safety Action Plan for the City of Umatilla which is nearly ready to begin once the City completes its contracting with USDOT. Umatilla is similar in size to College Place and we also serve as their City Engineer. It will be an opportunity for these two Action Plans to be completed at the same time by the same team and create great synergy and efficiency between them.

In 2022 the City of Umatilla needed to update their Transportation System Plan which was nearly 25 years old. J-U-B collected existing conditions data for pavement conditions, traffic volumes and collision history and performed evaluations of the transportation system. A public involvement plan was prepared that included a Technical Advisory Committee that provided needed input on the transportation issues and concerns as well as open houses and on-line surveys. Future traffic volumes were developed and capacity analysis was performed to identify where the City would need improvements to achieve acceptable Level of Service standards. Alternatives analysis was performed for each capacity location and a list of Capital Improvement projects with cost estimates and prioritization was prepared.

Highway District Master Plans | Worley Highway District, East Side Highway District, Independent Highway District, ID

Kevin Howard, Worley Highway District Supervisor, kevinhoward@worleyhwy.com, (208) 664-0483

Ben Weymouth, East Side Highway District Director, ben@es-hd.com, (208) 765-4714

Mel Bailey, Independent Hwy District Commissioner, ihdmbailey@gmail.com, (208) 263-8131



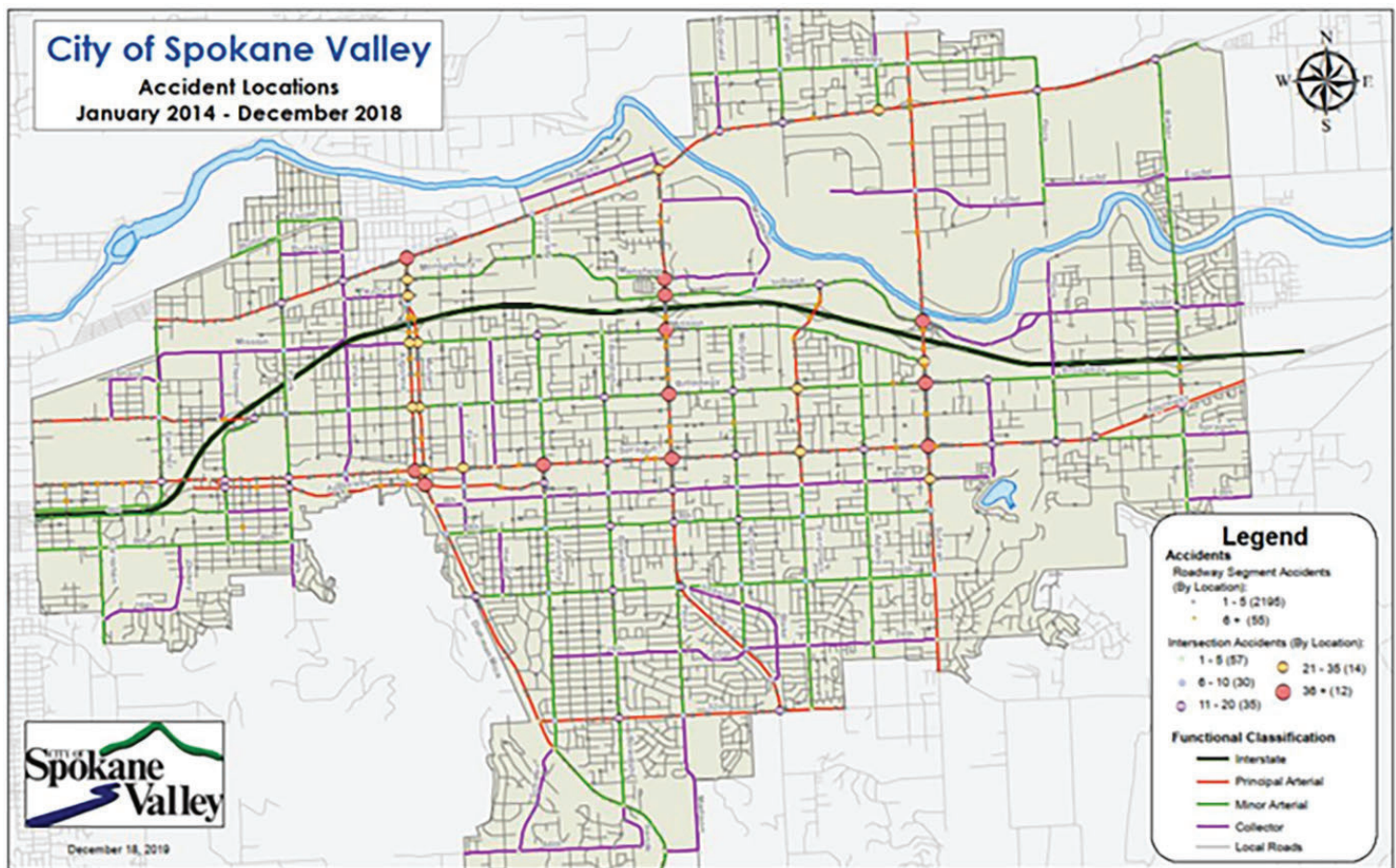
We have a lot of experience reviewing and analyzing safety data, prioritizing projects, and developing capital improvement plans.

J-U-B has assisted three highway districts in northern Idaho with preparing Transportation Master Plans since 2017. The Idaho Panhandle continues to attract new residents due to the ease of its small-town scale, paired with ready connectivity to the resources and opportunities of the greater metropolitan area. Encapsulating each jurisdiction's challenges is a desire to welcome new residents, while maintaining the characteristics that make the area appealing. Concerned that the inevitable congestion associated with this growth will have negative impacts on Worley, East Side, and Independent Highway Districts' high quality of life, J-U-B worked to devise forward-looking, multimodal transportation strategies that fit the needs of each District. J-U-B was hired to develop not only transportation strategies, but also district-wide action plans to realize this vision. The J-U-B team produced a comprehensive, data-driven analysis of existing environmental and transportation conditions, which were used to offer recommendations for safe travel, transit and shared mobility, active transportation, and congestion reduction. The plans conclude with a Capital Improvement Plan, which prioritizes short-term, mid-term, and long-term steps, as well as the costs associated with each action item. Prioritization was accomplished by analyzing the type and severity of crashes with costs of proposed mitigation measures. The Districts are currently working towards implementation of recommendations through their respective Capital Improvement Plan.

We have over 15 years of experience reviewing and analyzing safety data, prioritizing projects, and developing capital improvement plans.

Street Master Plan | Spokane Valley, WA

Ryan Kipp, PE, PTOE, Traffic Engineer, (509) 720-5016, rkipp@spokanevalley.org



Considerable knowledge and involvement working with WSDOT Collision data and GIS to map collisions has been earned over many years.

The City of Spokane Valley selected J-U-B to assist them in the preparation of the City's first Street Master Plan. The City vision included using modern GIS tools and databases to assist in the evaluation of the transportation system that would facilitate the decision-making process. A Pavement Management System was prepared, beginning with selecting the appropriate software that would interface with GIS. Traffic count information was used with the GIS to display intersection Level of Service and roadway volume/capacity ratios using data from an annual traffic count program that was established. J-U-B has maintained the traffic count program for 15 years and created multiple maps. Vehicle classification data has also been collected on every roadway segment and 80 roadway segments submitted to WSDOT for inclusion in the Freight and Goods Transportation System. The City also desired the ability to analyze accident records and since 2006 J-U-B has successfully geocoded over 15,000 accidents. Together with the traffic volumes, the accident records have been used annually to calculate accident rates on functionally classified roadways. GIS was used to map accident rates and accident severity. Accident data has also been used to provide detailed roadway segment analysis of accident types and severity in table and map formats for 16 roadway segments on four corridors.

Canyon Road Striping | East Side Highway District, ID

Ben Weymouth, Highway District Director, ben@es-hd.com, 208-765-4714



Systemic countermeasures were identified through the planning and data analysis process. This project involved applying for and managing Federal Funds.

East Side Highway District hired J-U-B to prepare an application for Local Highway Technical Assistance Council's (LHTAC) safety funding program. The project team analyzed crash data for the District, identified that run-off-road crashes were trending on Canyon Road, and determined the most cost effective and beneficial mitigation for the circumstance was installing durable edge line stripes. Once funding was secured, the District called on J-U-B again to design, bid, and perform construction administration of the durable pavement marking project. J-U-B worked with LHTAC and ESHD to meet the requirements of the Federal funding source, while delivering a product that will provide safety benefits for years to come.

Work Quality

J-U-B is committed to quality management. We focus on achieving two key objectives:

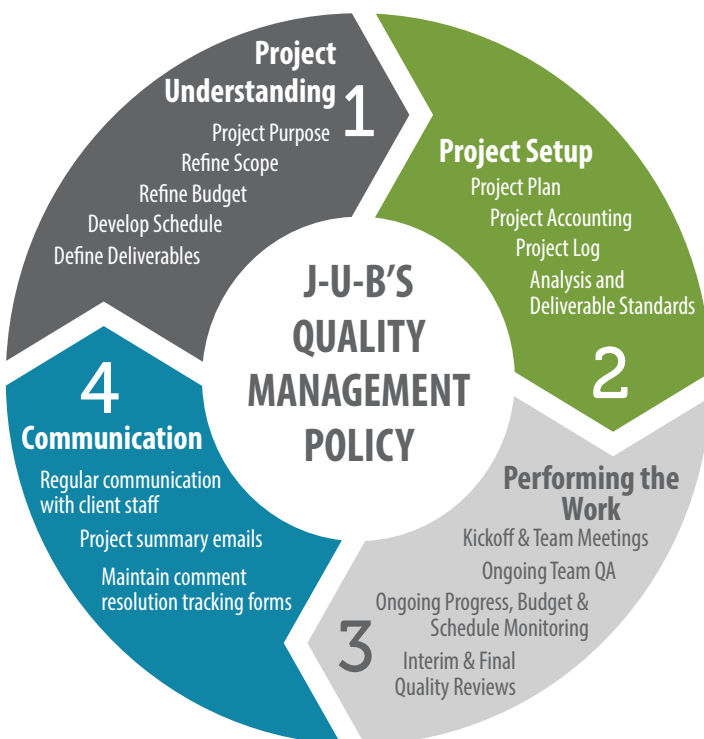
- Providing real value to the client through accurate and consistent products/deliverables.
- Managing change effectively as it occurs.

Quality is an investment by every team member. For each project, we follow a quality approach where we:

- Conduct regular team meetings.
- Maintain regular communication with the client's Project Manager.
- Actively engage team members to address issues before they become problems.
- Perform Quality Control (QC) reviews of every work element and conduct regular Quality Assurance (QA) audits.
- Complete regular oversight reviews of the entire project to verify consistency with the client's overall project goals.
- Include a QC/QA step for every task to help ensure a quality product and minimize risk.

QC/QA Deliverable

As part of this project, J-U-B will provide formal documentation of the QC/QA process with the final deliverables. J-U-B will collaborate with College Place's project manager to determine preferred project review timing and milestones, and will incorporate these preferences into the project schedule.



Schedule Control

On every project, we develop a project schedule, identify schedule risks, and propose strategies to mitigate those risks. Early, rapid identification is key to reducing and avoiding delays. Our work plan is oriented to mitigate risks and assign specific action items accordingly.

J-U-B develops a detailed project schedule tied to the scope of work that highlights critical path tasks. The schedule is resource-loaded so labor is assigned as needed. J-U-B evaluates the schedule by tracking resources or labor, the percentage complete of each work product, and the status of the critical path.

Cost Control

J-U-B commits to successfully deliver this project within the agreed-upon budget. At kick-off, we will identify risks for the entire project. By addressing risks proactively, we can avoid unforeseen circumstances that can impact your project. By applying a specifically-designed contingency that reflects a real assessment of risk, we avoid over-budgeting at the same time that we account for potential impacts.

Our familiarity with the federal Safe Streets for All (SS4A) Grant funding requirements will help you report progress and obtain reimbursement for the Comprehensive Safety Action Plan, including leadership commitment, planning structure, planning process inputs, and planning process outcomes.

Management and Organizational Capabilities

Spencer has assembled a team that provides USDOT project knowledge, strong public involvement, and GIS mapping expertise. The following pages highlight their experience. *Full resumes can be found in the Appendix.*

The J-U-B team assembled for this project has worked together on similar studies and has developed a strong working relationship that will benefit the City of College Place. To streamline communication, reduce duplication of effort, effectively allocate resources, and help ensure consistent delivery of quality work, we propose assigning one individual the responsibility for overall project management, including budget, schedule, and resources. This individual, Spencer Montgomery, J-U-B Transportation Planner, will both continuously manage the team's effort and communication with you.

All anticipated project tasks will be completed in-house.

Disbarment Status

See appendix for SAM documentation.

Project Understanding and Approach

Project Understanding

J-U-B's understanding of this project's history and City's general intent and scope of the project are described below.

The City of College Place was successful in their pursuit of grant funding through the USDOT Safe Streets and Roads for All (SS4A) Grant Program for a Planning and Demonstration Grant to develop a Roadway Comprehensive Safety Action Plan (RCSAP). The purpose of the RCSAP is to develop a holistic, well-defined strategy to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries in the City through safety action plan development and implementation focused on all users, including pedestrians, bicyclists, public transportation users, motorists, micro-mobility users, and commercial operators. The Safety Plan develops the tools to help strengthen a community's approach to roadway safety.

The RCSAP will incorporate many of the elements included in the 2021 Local Road Safety Plan and will identify a comprehensive set of projects and strategies to address systematic safety needs specific to the City of College Place. It will identify data-driven projects and strategies, and incorporate best practices, stakeholder input, equity, and environmental consideration to address safety problems. Innovative strategies and technologies will be molded to the needs of the area, promoting safety and equity. The identified strategies will be those with the greatest potential to reduce fatal and serious injury crashes and reduce crash rates on all public roads.

The RCSAP will consider other factors in addition to safety, including equitable investments in the safety needs of underserved communities. As part of this effort, a public involvement process that focuses on reaching underserved, underrepresented, and vulnerable populations will be undertaken to ensure inclusion and equity for all persons within the planning area. Information received from the public forums will be analyzed and incorporated into the Action Plan as feasible.

Project Approach

Our project approach for completing the College Place Safety Action Plan is outlined below. It is our intent to provide the city with a document prior to May 31, 2025 such that the City can qualify for submittal of an implementation grant to the USDOT for Safe Routes for All funding which focuses on

safety projects that reduce fatal and serious crashes on streets and uses engineering improvements and countermeasures with an emphasis on systemic improvements to a network using the principles outlined in the Highway Safety Manual. The SS4A program emphasizes public outreach to help identify safety issues in the community.

Our overall technical approach, in addition to a robust public involvement process meeting the SS4A requirements, will be to use the Systemic Safety Project Selection Tool prepared by the Federal Highway Administration. This process emphasizes reducing fatal and serious injury crashes not only based on crash history but also on crash potential. This means that crashes in the past few years may be occurring on facilities because of the roadway characteristics, but crashes in the coming years may occur not at the same locations but on facilities that have similar characteristics. These types of crashes are more challenging to identify than the traditional location specific site analysis approach, but nevertheless identify low-cost system improvements that are successful and reducing the likelihood of fatalities and serious injury collisions.

Task 1 – Project Management

Every successful project begins, progresses, and ends with great communication. This task will concentrate on the project management and communication between the Consultant Team and City Staff. We have specific methods and tools for keeping on schedule, within budget, and exceeding expectations. As much as we would like to think our scope of work will be a perfect map of success, realistically we know there will be issues that will develop along the way. Having methods to recognize issues and early communication of solutions will allow flexibility. With proper communication these issues do not need to be crises, just managed in a predetermined and deliberate manor. The following table details project management tools that we will implement in our communication with you in order to keep the project on schedule and within budget.

Deliverables: Monthly progress reports and invoices, schedule

Timeframe: Duration of the project

Team Members: Spencer Montgomery, Hannah Anderson, other team members depending on tasks

City Review/Input: Participate in regular project updates

Project Management Tools

Method / Process	Benefits
Detailed Scope and Fees	Immediately upon award, J-U-B will provide a detailed scope of work including the assumptions used as a basis for fee schedule broken into individual tasks.
Bi-weekly Updates	At agreed regularly scheduled times, project “check-in” conference calls between appropriate Consultant and City staff will be held.
Project History Log and Status Reports	J-U-B will provide status reports at agreed upon regularly scheduled times.
Earned Value Method of Project Status Tracking	Each month an Earned Value Chart will track the planned costs versus the actual. This is a useful tool in recognizing specific tasks that are either going over budget, or conversely, tasks that are not tracking with the schedule could indicate falling behind.
Schedule	We will provide a detailed schedule based on the scope of work tasks and update it monthly while preparing the Earned Value.
Scope of Work Change	When issues arise requiring a scope change, we have a form to document the change and impact to cost. The benefit is to provide the City clear information for decisions and whether a supplement is needed or perhaps it still fits within the budget. The intent of this tool is not to nickel and dime minor changes to scope, but rather avoid miscommunication and wasted costs by the Consultant team.
QA/QC	We have standard forms for documenting submittals. With proper quality control the City can concentrate on review of the content.
Client Feedback	Rather than wait until after the project is completed to ask for client feedback, we will request feedback with submittals. The type of questions will be regarding whether the submittal meets the level of completeness and quality expected along with overall performance to date. This will provide us the opportunity to make timely adjustments.

Task 2 – Strategic Planning

J-U-B will coordinate with the City staff and City Council through the City’s Utility and Transportation Advisory Committee on the development of an official public commitment to an eventual goal of zero roadway fatalities and serious injuries, as well as a vision of how to achieve this goal. The commitment will include a goal and timeline for eliminating roadway fatalities and serious injuries achieved through either a target date for achieving zero roadway fatalities and serious injuries, or an ambitious percentage reduction of roadway fatalities and serious injuries by a specific date, with an eventual goal of eliminating roadway fatalities and serious injuries.

Deliverables: Public Commitment Statement, vision, goals and strategies to achieve the goal presented in a technical memorandum.

Timeframe: June – September, 2024

Team Members: Spencer Montgomery, Hannah Anderson, Elizabeth Smith

City Review/Input: Review materials and provide discussion and input at Utilities and Transportation Advisory Committee meetings

Task 3 – Public Involvement Program

J-U-B will provide public engagement professionals to assist the City Utilities and Transportation Advisory Committee (UTAC), which meets quarterly, in fostering a culture of safety wherein everyone is encouraged to make contributions toward safe streets. Public contributions to road safety will be through public meetings and/or workshops with City staff, community stakeholders, and partner agencies like the Walla Walla Valley Metropolitan Planning Organization (WVMPPO) and Blue Zones Project (BZP) Walla Walla and the College Place School District. The UTAC may be supplemented with members from the City, WVMPPO, and BZP, and the public as determined by the City. City Council will be involved to help formulate and refine the goals and strategies presented by the TAC and public.

Stakeholder Coordination: J-U-B will also work with City staff to provide a point of contact (phone and email) for the public to answer questions and address project concerns. Our team will maintain a database for the project that includes documentation of all public involvement/stakeholder contact. J-U-B will meet with the TAC in person up to two (2) times: an initial meeting to discuss existing conditions, safety issues/concerns, etc.; and a second meeting to review the draft action plan.

Public Engagement Activities. J-U-B will assist the City in preparing display materials, talking points, sign-in sheets and comment cards for up to two public engagement activities, assumed to be open house type meetings, as well as support the City with media needs and outreach activities. The open house meetings will give the public an opportunity to provide input on the existing transportation infrastructure, safety concerns, ideas for improving safety for all users, and potential future projects that address community concerns. A summary of open house materials and stakeholder comments will be developed and submitted to the City for documentation.

Deliverables: Public Involvement Plan, preparation of UTAC meeting materials, project website, social media materials as appropriate, public survey, open house public notice, invitations, sign-in sheets and comment cards, display boards and summary report.

Timeframe: Duration of the project

Team Members: Spencer Montgomery, Hannah Anderson, Tracy Ortiz, Elizabeth Smith

City Review/Input: Review of agenda materials and open house materials.



Task 4 – Safety Analysis

This task will involve several sub-tasks. First will be getting familiar with the available data regarding the crashes that have occurred and especially identifying those crashes that have resulted in fatalities or serious injuries on roadways in College Place. This will be done using the power of Geographic Information Systems. J-U-B subsidiary, Gateway Mapping (introduced earlier) is very adept at performing analysis with GIS tools and has done so for the City of Spokane Valley for nearly 20 years, geocoding over 15,000 collisions for evaluation.

J-U-B annually requests crash data from the Washington State Department of Transportation for several counties in eastern Washington where we work. We have already sifted through the data for the City of College Place and have learned that there are approximately 80 annual collisions. College Place is fortunate that the number of fatal and serious collisions is very low in recent years with only one fatality and 6 serious injury accidents. This task will concentrate on distinguishing similarities among these crashes to focus efforts in other tasks. Data examined will include crash type, first object struck, contributing circumstance, etc.

We will examine where are the fatal and serious injury crashes are occurring and what types of roadway characteristics do they have in common. Factors such as segment versus intersection, segment/facility type, number of lanes, presence of street lighting, speed limit, etc. will be identified.

This task will build on the Local Road Safety Plan that was prepared for the City of College Place in 2021 in light of updated collision data through year 2023.

Information from the efforts described above will be used to identify the most common factors among the fatal and serious injury collisions. A “crash tree” diagram is the preferred methodology, and this process can involve several crash trees to help focus the identification of risk factors.

The power of GIS will be used to identify geometric conditions that pose a risk. This effort does not necessarily involve knowledge of where crashes have occurred, but will include an evaluation of road width, shoulder width, horizontal curvatures, intersection control, lighting, presence of left-turn or right-turn lanes, traffic volumes, speed limits and other factors where data is available. This is an important assessment of the overall county roadway system to

identify risks and systemic projects to reduce collision risks.

Information developed thus far will be used to create homogeneous roadway segments. Next a risk assessment will be performed. This means characterizing the potential for a severe crash to occur at a given location or along a given segment of a roadway based on certain characteristics present. Then a prioritization will be made to focus facility elements, essentially identifying those network elements that have the most risk factors would have the highest likelihood of a fatal or serious injury crash and would yield the most benefit from a safety improvement. The product of this task is a list of prioritized candidate locations that pose the highest risk to safety. Finally, a comprehensive list of countermeasures will be identified associated with each focus crash type using a Crash Modification Clearinghouse. Countermeasures may include pavement striping, rumble strips, guard rail, pavement resurfacing, etc. Next, a screening of potential countermeasures is performed based on documented safety effectiveness at reducing the focus crashes, implementation and maintenance costs and consistency with city policies and experience. Finally, countermeasures for deployment are selected. This usually consists of one or more countermeasures for

each focus crash type. This would include a short list of primarily low-cost countermeasures along with a few higher-cost ones. Having alternatives to choose from provides flexibility and acknowledges that all candidate locations in a system are not the same.

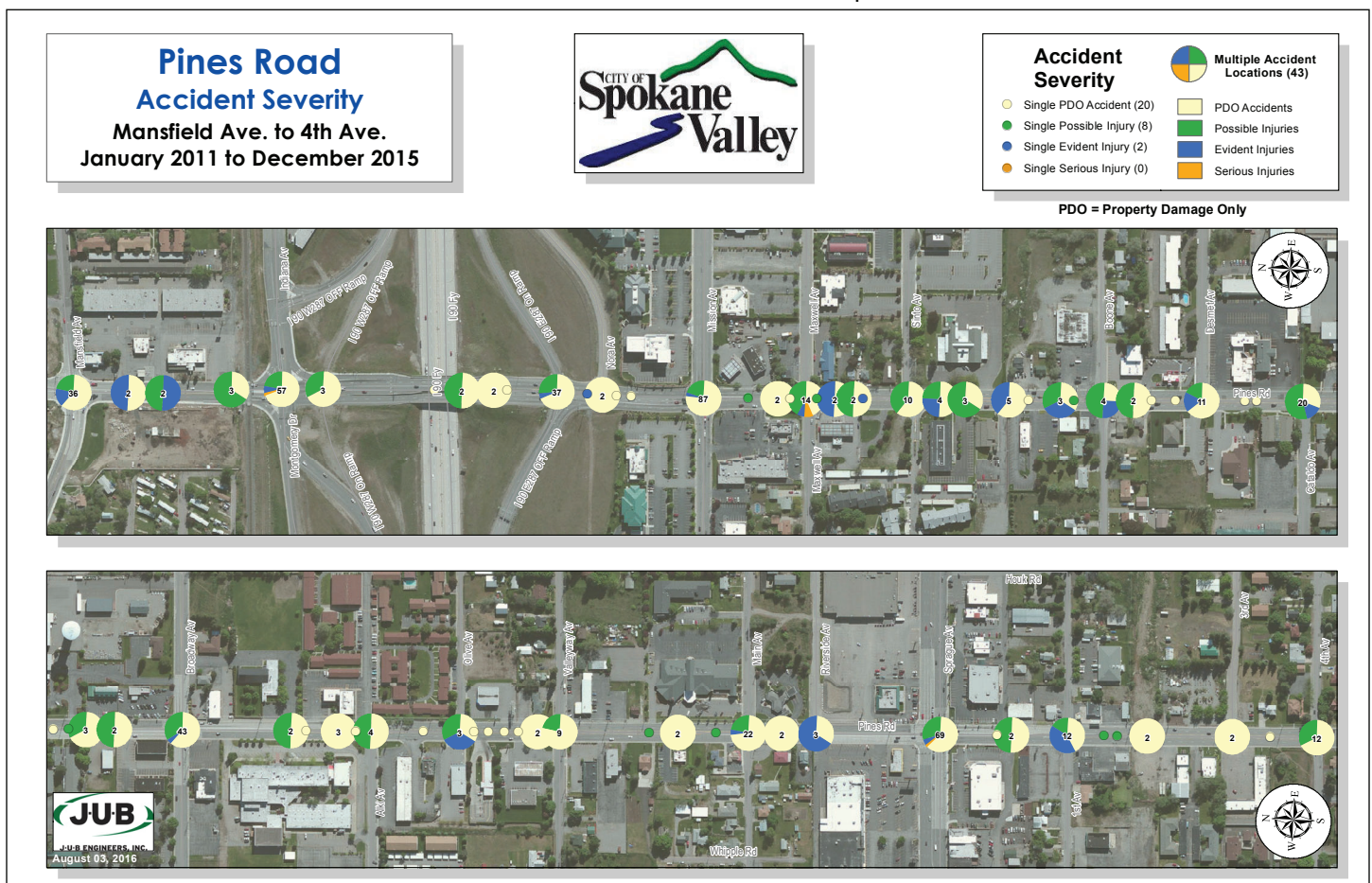
Other considerations in the safety analysis will include evaluation of barriers to bicycle and pedestrian movements, such as missing links in those facility types, and opportunities to provide infrastructure that will facilitate transit connections and safe routes to school.

Deliverables: summary tables and maps of collisions, recommendations on performance measures to meet the vision and goals, technical memorandum of selection of performance measures, ranking of locations for potential improvements, GIS tool and training for City to be able to perform updates, technical memorandum of GIS based screening, memorandum of systemic safety analysis, identification of speeding concerns.

Timeframe: June – December 2024

Team Members: Spencer Montgomery, Jennifer Switzer, Elizabeth Smith, Riannon Zender, Ian Hartman

City Review/Input: Review of memorandums and information provided.



Task 5 Policy and Process Assessment

J-U-B will provide an assessment of current policies, guidelines, and/or standards to identify opportunities to improve how processes prioritize transportation safety. Reference to the USDOT National Roadway Safety Strategy Safe System Approach will be incorporated into the assessment.

Deliverables: technical memorandum of documenting recommended changes to existing policies, guidelines and standards to promote safety.

Timeframe: August and September 2024

Team Members: Spencer Montgomery, Elizabeth Smith other Kennewick staff familiar with City of College Place standards

City Review/Input: Review of memorandums and information provided.

Task 6 Project Development

All of the information prepared as part of Task 4 will be used to develop meaningful projects to address safety within the City of College Place. Projects are developed by selecting specific countermeasures for each candidate location, estimating the cost of implementation and summarizing how the site scored with the risk factors. Consideration will also be given on how projects might be bundled for bid packages. Finally, projects are prioritized by considering factors such as funding, other programmed projects, time to develop project plans, expected crash reduction, amount of public outreach needed and environmental and right-of-way constraints. This evaluation will also consider specific projects already being developed by the City to incorporate appropriate safety features to help them score better in funding applications.

Deliverables: Summary sheets for the top 20 intersections and top 10 corridors will be prepared to document safety conditions and recommended countermeasures, descriptions and cost estimates of projects, benefit/cost ratios and funding strategies and a comprehensive technical memorandum of safety projects.

Timeframe: November 2024 - February 2025

Team Members: Spencer Montgomery, Elizabeth Smith, Riannon Zender, Ian Hartman, Travis Marden

City Review/Input: Review of memorandums and information provided.

Task 7 Reporting and Tracking Progress

Coordinate with City staff to develop a methodology for measuring the RCSAP progress over time, including outcome data from future implementation projects. Coordinate with City staff to establish means and methods to ensure transparency with City residents and stakeholders. Work with City staff on establishing annual reporting means by the City.

Deliverables: Preparation of a means to monitor progress and show transparency with the public regarding this progress, through means of a GIS tool as appropriate.

Timeframe: January - February 2025

Team Members: Spencer Montgomery, Jennifer Switzer, Riannon Zender, Travis Marden

City Review/Input: Review of draft materials.

Task 8 SS4A Action Plan Documentation

Develop the Roadway Comprehensive Safety Action Plan incorporating a summary of crash data evaluated through the previous tasks, summarizing the stakeholder involvement and contribution to the plan's development, incorporating the public outreach and involvement in shaping focus areas and strategies, describes the proposed focus areas and strategies to reduce fatal and serious injury crashes and crash rates, and identifies a list of projects, programs, and strategies that are potentially eligible for implementation using SS4A and other Federal and State safety funds

A Draft report will be prepared that documents the entire process for the Safety Action Plan, what the and the prioritized list of projects. This draft report will be submitted to the City for review and comment. Comments will be addressed and incorporated into a final report.

Deliverables: Preparation of a draft and final report for the Comprehensive Roadway Safety Action Plan, including list of projects for including in a Transportation System Plan Amendment.

Timeframe: January - March 2025

Team Members: Spencer Montgomery, Elizabeth Smith, Jennifer Switzer, Riannon Zender, Travis Marden

City Review/Input: Review of draft report.

Project Management

J-U-B believes the key to a successful project is understanding project requirements and developing a team of experienced professionals to manage as an extension of City of College Place staff while working as the City Engineer effectively and collectively.

Schedule

The schedule for this project is to complete the Comprehensive Safety Action Plan within a year so that the City can be eligible to submit projects for an implementation grant to the Safe Routes for All Federal program. Having already prepared a scope of work for this project and a fee estimate, we will be ready to move right into negotiation and contracting. Provided below is our team's organizational chart showing our project management plan and critical chain of communications for the project. Communication is critical!

Project Manager's Experience

Spencer Montgomery, Project Manager, has successfully managed several projects with multiple disciplines that have had team members working with GIS, public involvement, traffic modeling, engineering concepts and cost estimates. He will maintain strict communication protocols between team members. This is a huge part of the value Spencer brings to this project. He will work with College Place to finalize a scope of work and carry the project to completion.

The J-U-B team will use scoping documents as a guideline, including budget and schedule to administer the contract and Spencer will monitor this through bi-weekly meetings with staff, followed

by external updates to College Place. Spencer will coordinate with all team members to ensure work progress and that documentation is complete.

J-U-B's Overall Strategy for This Project:

- J-U-B's commitment to providing the best team with recognized project success.
- J-U-B's commitment to effective communication with all project team members and stakeholders.
- J-U-B's commitment to planning and scheduling project tasks and responsibilities.
- J-U-B's commitment to keeping project documentation and files current and up-to-date.
- Enjoying the challenge of a rewarding project as an extension of College Place staff while serving as the City Engineer.

Project Communication

- **Spencer's Reporting Responsibilities:** Project Manager will stay up to date with project status by regularly interacting with project team members. Potential project issues or concerns will be evaluated for viable corrections and immediately communicated.
- **Key Personnel Reporting Responsibilities:** Key team members will report regularly through project updates to Spencer to coordinate project activities through regular project coordination meetings.

Communication is the foundation for the success of every project, large or small. J-U-B strongly believes effective and constant communication with College Place, interested stakeholders, and the public will achieve project goals.

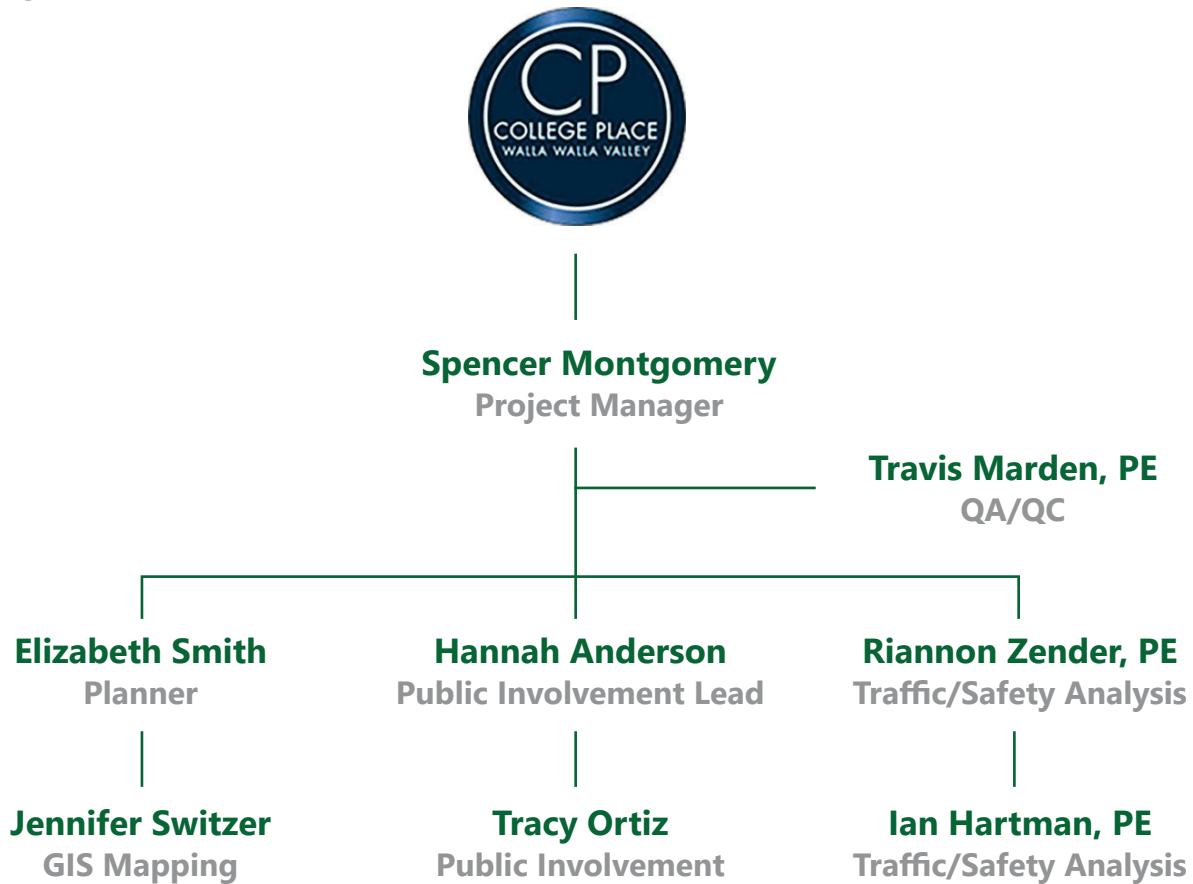
Project Management Tools

Method / Process	Benefits
Bi-weekly Updates	At agreed regularly scheduled times, project "check-in" conference calls between appropriate Consultant and City staff will be held.
Schedule	We will provide a detailed schedule based on the scope of work tasks and update it monthly while preparing the Earned Value.
Scope of Work Change	When issues arise requiring a scope change, we have a form to document the change and impact to cost. The form provides the City clear information for decisions and demonstrates whether a supplement is needed or perhaps still fits within the budget. The intent of this tool is not to nickel and dime minor changes to scope, but rather avoid miscommunication and wasted costs by the Consultant team.
Team Redundancy	Spencer has purposefully structured this team so more than one person understands and can respond to each general scope of work task throughout project duration. This open communication allows our team to be nimble when unforeseen circumstances such as changes in employment occur.

Demonstrated Performance Record

The resumes we have included in the appendix demonstrate our team's performance record.

Team Organizational Chart and Bios



Spencer Montgomery | Project Manager | Kennewick, WA | 40% Availability

MS, University of Iowa | Transportation Certificate, University of Iowa

Responsibilities: Project management and coordination with public involvement, GIS, safety analysis, and project development.

Spencer has over 30 years of transportation planning experience with 15 years working on many of the transportation related projects with the team in Kennewick in order to meet the needs of the city of College Place, including traffic analysis, preparation of the Transportation Improvement Program and is most knowledgeable of the City's Local Road Safety Plan. In addition to multi-modal transportation plans, Spencer's experience includes: environmental assessments, traffic impact analysis, feasibility studies, management systems, alignment studies, corridor studies, safety analysis, and public involvement.

Current Assignments:

- Post Falls Transportation Plan
- Columbia Center Blvd Corridor Improvements
- Umatilla Safety Action Plan
- Martin Airfield Master Plan
- Bowers Field Master Plan



Travis Marden, PE | QA/QC | Kennewick, WA | 25% Availability

BS, Civil Engineering Washington State University

Responsibilities: Quality control and review of documents.

Travis has over 26 years of engineering experience in a wide range of transportation, utility, and development projects. He specializes in urban street design, single and multi-lane roundabout projects, bridge replacement projects, transportation studies, and federal aid highway projects. His hands on expertise also includes county roadway/highway design, right-of-way acquisition, illumination, railroad crossing and industrial projects, and roadway safety improvement projects. Travis is very experienced in design details, plans, specifications, and cost estimation for both local and federally funded projects. He also has extensive experience with the SEPA and NEPA environmental permitting processes, and FHWA right-of-way acquisition procedures and requirements. He manages numerous complex projects with challenging schedules, unique stakeholder perspectives/concerns and technical issues.

Current Assignments:

- Columbia Center Boulevard Widening; Kennewick, WA
- Vineyard Drive West and North Railroad Avenue; Franklin County, WA
- Badger Road Re-Channelization; Benton County, WA
- Shop Bridge Replacement; Union Gap, WA



Elizabeth Smith | Planner | Kennewick, WA | 65% Availability

BA, Eastern Washington University

Responsibilities: Safety analysis and report preparation.

Elizabeth has more than three years of experience working with public and private entities acting as a comprehensive and municipal planning lead on a variety of projects. She has knowledge in land use, transportation, tribal, and environmental planning. Since joining J-U-B, Elizabeth has been involved in projects that require GIS mapping, municipal coordination, and business development.

Current Assignments:

- Umatilla Safety Action Plan
- Martin Airfield Master Plan
- Bowers Field Master Plan



Jennifer Switzer | GIS Mapping | Meridian, ID | 35% Availability

MS, Pennsylvania State University

Responsibilities: Geographic information systems and safety analysis.

Jennifer has 12 years of experience in GIS and data analysis to serve local, state, and federal government agencies, and private industry. She has extensive experience working with Esri software products, including ArcGIS Server and designing SQL geodatabase schemas, creating custom mobile and web-based maps and story maps for public involvement, converting data to digital form, executing spatial analyses, generating information products and custom map exhibits. Jennifer is currently working on the Kuna West Urban Renewal District Comprehensive Plan. For this project, she conducted current and future land use analyses on properties within the district, created an interactive web map to assist planners with data discovery, and developed exhibits and reports to convey plan objectives to stakeholders.

Current Assignments:

- Filer Comprehensive Plan; Filer, ID
- Elmore Comprehensive Plan; Elmore, ID
- Boise Miscellaneous Sewer Engineering Services; Boise, ID
- Bruce Industrial Site Readiness Study; Port of Othello, WA



Hannah Anderson, MURP | Public Involvement Lead | Coeur d'Alene, ID | 30% Availability

MS, Portland State University | Planning for Public Participation Certification

Responsibilities: Public involvement lead.

Hannah is a bright and innovative planner with a history of success in project management and client relations. Her background is the ideal combination of public involvement, communication, urban planning, and graphic design. She has a depth of knowledge and experience in conducting public outreach within diverse communities and is adept at curating strategies for engagement which include a variety of methods. Hannah is especially skilled at engaging stakeholders in meaningful discussion and identifying opportunities for mutual outcomes. She brings strength through maintaining a grasp of the big picture while paying necessary attention to the fine details. Hannah's experience includes public outreach efforts (meeting facilitation, open houses, media relationships, messaging, on-line and printed collateral) for transportation master planning, water, and wastewater facilities. She possesses a natural talent for organization and project efficiency, and a passion for positive collaboration. When needed, Hannah is adept at pulling the core issues out in conversation so they can be addressed head on and early in the process.

Current Assignments:

- Transportation Master Plan; City of Post Falls, ID
- Downtown Master Plan; Orofino, ID
- Kootenai Forest Stakeholder Coalition; Libby, MT
- ID-95 and SH-41 Interchange Partnership (ITD); Post Falls, ID



Tracy Ortiz | Public Involvement | Coeur d' Alene, ID | 45% Availability

BS, Indiana State University

Responsibilities: Public involvement support.

Tracy thrives in spaces where she is given the opportunity to collaborate with others. Her strong work ethic, natural leadership skills, and innate ability to problem solve shines most when she is challenged. Tracy understands that communication, listening, and understanding are key to developing relationships. Her strengths come from her ability and desire to connect with others, and she is always excited to engage with new people and learn from them. Tracy has experience coordinating and supporting projects of various levels and sizes that benefit and improve local communities. She brings a fresh perspective and strong understanding of the fundamentals when designing strategies for communication between stakeholders.

Current Assignments:

- Transportation Master Plan; City of Post Falls, ID (2023-Current)
- Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Formula Program; Idaho Transportation Department, District 1 (ITD) (2023-Current)
- Port of Pasco Aerospace Innovation Manufacturing Center; Port of Pasco, Pasco, WA (2023-Current)
- 12th Avenue Construction Management Services; City of Post Falls, ID (2023-Current)



Riannon Zender, PE | Traffic/Safety Analysis | Coeur d' Alene, ID | 35% Availability

MS, University of Idaho | Professional Engineer: ID, WA

Responsibilities: Safety analysis, project development, and cost estimates.

Riannon is our Northwest traffic lead for planning and design projects and often works across the entire company to support traffic modeling, analysis, and design. Her past projects include urban and rural roadway design, illumination, signals, roundabouts, striping and signing, multi-use trails, and multi-modal corridors. Riannon's engineering passion is fueled by all things traffic-related including signals, roundabouts, illumination, and roadways. She has been a team member on or led numerous traffic study, transportation plan, and intersection design projects. Riannon thrives working on projects that improve quality of life while minimizing environmental impacts. She is collaborative, self-motivated, and highly organized.

Current Assignments:

- Transportation Master Plan; City of Post Falls, ID (2023-Current)
- Ironwood SH 53; ITD – District 1, ID
- NDPS Headquarters; Carson City, NV



Ian Hartman, PE, PTOE | Project Engineer | Salt Lake City, UT |
40% Availability

BS, University of Utah | Professional Engineer: UT

Responsibilities: Safety analysis, project development and cost estimates.

With more than eight years experience in Traffic Modeling and Planning, Ian brings significant expertise in traffic modeling to the J-U-B team, strengthening the planning team. His planning specialties include field data collection, signal warrant studies, travel demand modeling, corridor modeling, signal timing, roundabout analysis and traffic impact studies. Ian has used multiple software platforms to model stop controlled intersections, signalized intersections, roundabouts, diamond interchanges as well as innovative interchange designs such as Diverging Diamond (DDI) and Single Point Urban Interchanges (SPUI).

Current Assignments:

- Smithfield General Master Plan Update; Smithfield, UT
- SR-193 to 1800 N; Clearfield, UT
- Dry Creek Ranch Green-T Intersection; ID
- Sunnyside Development Group Apartments; Sunnyside, WA

Appendix

SAM Documentation & Resumes

J-U-B ENGINEERS INC

Unique Entity ID WU2TGK7D3J49	CAGE / NCAGE 0KJY0	Purpose of Registration All Awards
Registration Status Active Registration	Expiration Date Nov 26, 2024	
Physical Address 2760 W Excursion LN Meridian, Idaho 83642-5750 United States	Mailing Address 2760 W Excursion Lane Suite 400 Meridian, Idaho 83642 United States	

Business Information

Doing Business as (blank)	Division Name J-u-b Engineers, Inc.	Division Number (blank)
Congressional District Idaho 01	State / Country of Incorporation Idaho / United States	URL www.jub.com

Registration Dates

Activation Date Nov 29, 2023	Submission Date Nov 27, 2023	Initial Registration Date Jan 15, 2002
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Entity Dates

Entity Start Date Jan 1, 1954	Fiscal Year End Close Date Dec 31
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Immediate Owner

CAGE (blank)	Legal Business Name (blank)
------------------------	---------------------------------------

Highest Level Owner

CAGE (blank)	Legal Business Name (blank)
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

Proceedings Questions

Registrants in the System for Award Management (SAM.gov) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2. C.F.R. 200 Appendix XII. Their responses are displayed in the responsibility/qualification section of SAM.gov. Maintaining an active registration in SAM.gov demonstrates the registrant responded to the proceedings questions.

Exclusion Summary

Active Exclusions Records?

No

SAM Search Authorization

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

Yes

Entity Types

Business Types

Entity Structure Corporate Entity (Not Tax Exempt)	Entity Type Business or Organization	Organization Factors (blank)
Profit Structure For Profit Organization		

SPENCER MONTGOMERY

Project Manager

Spencer has over 30 years of transportation planning experience. In addition to multi-modal transportation plans, Spencer's experience includes: environmental assessments, traffic impact analysis, feasibility studies, management systems, alignment studies, corridor studies, safety analysis, and public involvement. He has worked on many types of transportation plans including: cities, sub-area plans, regional multi-county plans, airports, trail plans, etc. Public involvement and identification of stakeholder issues and client specific goals are always key to the success of such studies and Spencer is a firm believer in communication to achieve client satisfaction. This experience and philosophy gives him the skills necessary to be an effective team leader.

Spencer works on many of the transportation related projects with the team in Kennewick in order to meet the needs of the city of College Place, including traffic analysis, preparation of the Transportation Improvement Program and is most knowledgeable of the City's Local Road Safety Plan.

SELECT RELEVANT EXPERIENCE

TRANSPORTATION

- **Division Street and Sprague Avenue Intersection Safety Analysis; City of Spokane, WA (2017-2019)** *Transportation Planner*. Identified improvements to reduce accidents at this Washington Top 10 accident location.
- **Transportation System Plan; City of Umatilla, OR (2022-2023)** *Project Manager*. Led the team for the Umatilla Transportation System Plan involving traffic and safety analysis, GIS, public involvement, pavement evaluation, alternatives analysis and CIP planning.
- **QUADCO Regional Transportation Plan; Adams, Lincoln, Grant, Kittitas, Counties, WA (2006-2007)** *Transportation Planner*. Provided transportation planning and engineering services for the QUADCO region in North Central Washington. The study involved interviews, data collection and analysis, evaluation of safety data, pavement preservation, mapping, identification of current and future regional transportation needs, and final development of a transportation plan with prioritized projects and potential funding. As part of that effort, the J-U-B team reviewed collision data obtained from The Washington State Transportation Department and identified High Priority Safety Corridors for each county based on accident rates. We also reviewed roadway geometric data obtained from the County Road Administration Board against road standards for each county to identify substandard conditions where improvements could reduce collisions.



Education

- MS, Urban and Regional Planning, University of Iowa 1990
- Transportation Certificate, University of Iowa 1990
- BA, Geography Brigham Young University 1988

Experience

- Transportation Planner J-U-B- ENGINEERS, Inc. 2001-Present
- Senior Transportation Planner Fargo-Moorhead Metropolitan Council of Governments 1999-2001
- Transportation Planner Denver Regional Council of Governments (DRCOG) 1993-1999
- Transportation Planner JHK & Associates 1990-1993

- **Airport Drive Couplet at Spotted Road Traffic Study; Spokane Airport, WA (2014-2015)** *Transportation Planner*. Prepared an evaluation for safety improvements at this high accident location that included identification of alternative alignments for planned roadways in the vicinity of Airport Drive. Worked with a Technical Advisory Committee to identify evaluation criteria and a rating system on which to prioritize potential alignments, improvements, and alternatives. Worked closely with The Langdon Group during the public involvement components of the study.
- **Myra Road Extension Corridor Study; City of Walla Walla, WA (2004-2005)** *Transportation Planner*. Worked with multiple public agencies and stakeholders to identify an acceptable corridor for a roadway extension with significant residential neighborhood impacts. This project was successful in large part to the community support from the public involvement process and is now a community asset.
- **Downtown Connectivity Study; Richland, WA (2019-2020)** *Project Manager*. Spencer managed this study which determined appropriate improvements to the street network that would help achieve the City Council's strategic vision of enhancing the downtown area by making the area more friendly to bicycles and pedestrians while maintaining or enhancing the vehicular mobility through central Richland. The study determined that conversion of two arterial streets to a one-way couplet would serve traffic needs with fewer vehicular traffic lanes and allow conversion of some existing lanes for providing bicycle and pedestrian facilities and additional parking. The City Council unanimously adopted the recommendations.
- **Yakima County Trails Plan Update; Yakima, WA (2019-2020)** *Project Manager*. J-U-B was selected to assist Yakima County to update their Trails Plan and carry out an extensive public involvement effort. Spencer managed the team that worked on this project from four different offices and brought the project in under budget. Key to the project success was the use of a GIS tool integrated with public involvement where comments could be geographically posted on an interactive web map. Projects were identified through this tool and prioritized through a public survey, then a Capital Improvement Program was developed for the highest-ranking projects to aid in grant applications.
- **Regional North-South Travel Capacity Study; City of Richland, WA (2019-2020)** *Project Manager*. Spencer managed this study, working with a Technical Advisory Committee, to identify alternatives and evaluate criteria to prioritize potential improvements for expanding capacity to accommodate long range forecasts of traffic volumes in the region. Significant employment in north Richland and at the Hanford Site, with residential commutes to the south, east and west, along with limited river crossings of the Yakima and Columbia Rivers, causes the most significant congestion in the region. This study provided evaluation of six alternatives to address this congestion.
- **Comprehensive Plan Update; City of Pasco, WA (2018-2019)** *Project Manager*. Prepared the transportation element of the City Comprehensive Plan accounting for significant 6-square-mile expansion of the Urban Growth Boundary. Helped the City to identify the need to provide a mix of land uses in order to reduce congestion and shorten trip lengths from the anticipated new growth areas. Prepared a list of projects and cost estimates for inclusion in the Plan.
- **COUG Regional Beltway Connector; Union Gap, WA (2022-2023; 2016-2019)** *Transportation Planner*. Spencer researched travel times, performed collision reduction and safety benefits analysis, and forecasted traffic for various alternatives. Also assisted with analysis for a FASTLINE and BUILD grant applications.

Travis has over 26 years of engineering experience in a wide range of transportation, utility, and development projects. He specializes in urban street design, single and multi-lane roundabout projects, bridge replacement projects, transportation studies, and federal aid highway projects. His hands on expertise also includes county roadway/highway design, right-of-way acquisition, illumination, railroad crossing and industrial projects, and roadway safety improvement projects. Travis is very experienced in design details, plans, specifications, cost estimation for both local and federally funded projects. He also has extensive experience with the SEPA and NEPA environmental permitting processes, and FHWA right-of-way acquisition procedures and requirements. He manages numerous complex projects with challenging schedules, unique stakeholder perspectives/concerns and technical issues.

RELEVANT EXPERIENCE

- **Bombing Range Road/Keene Road Intersection Study, City of West Richland, WA** *Project Manager*. The City of West Richland selected J-U-B to conduct traffic modeling and intersection analysis for the City's busiest intersection. The capacity of the current roundabout (designed by J-U-B 20 years ago) is exceeded during the PM peak hour and is causing substantial delays. J-U-B projected volumes to 2042 and modeled the intersection using numerous variations of roundabouts and traffic signals. Due to severely unbalanced traffic on two of the four legs, a signal was recommended and is currently in the public involvement process gathering input from stakeholders and the general public. All aspects of the study, intersection layouts, cost estimates, and public involvements are being managed by Travis.
- **I-82 to SR-397 Intertie; Benton County, WA** *Design Engineer/Project Engineer*. This multi-phase project is the single largest earthwork project in Benton County's history, consisting of 11-miles of new county roadway, along with 2 miles of reconstructed/widened County roads, designed to WSDOT highway standards. J-U-B provided all traffic studies, the Needs and Location Study, extensive public involvement, Environmental Impact Statement, surveying, right-of-way plans, and bid ready plans, specifications, and estimates. The design included two bridges: one for a new BNSF Railway overpass and another for a Columbia Irrigation District canal overcrossing. Travis was the Design Engineer for Phase 1 and Lead Project Engineer for Phases 2 & 3.
- **Road Safety Program Phases 1 through 3; Franklin County, WA (2013)** *Project Manager*. Numerous spot safety projects were identified in the County's Road Safety Plan and required engineering evaluation and design. J-U-B evaluated the sites and designed improvements for sites throughout the County. Improvements included relocating a roadway irrigation return flow ditch and piping portions closest to the road, roadside slope flattening, installation of guideposts, rumble strips, LED flashing stop signs, large high



Professional Registrations

- Professional Engineer:
Washington, 39882
Colorado, 47327
Idaho, 17078

Education

- BS, Civil Engineering
Washington State University
1996

Experience

- Project Manager
J-U-B ENGINEERS, Inc.
2004-Present
- Assistant & Project Engineer
J-U-B ENGINEERS, Inc.
1998-2004
- Production Supervisor
Lamb Weston
1997-1998
- Drafter-Site Inspection
Surveying
Benton County Public Works
1993-1996

visibility signs, and other spot treatments. Travis was the project manager responsible for overseeing all field evaluations, design reviews, and preparation of the PS&E packages for advertisement and bidding.

- **East Foster Wells Road Extension; Franklin County, WA** *Project Engineer*. Initially J-U-B was contracted to provide the justification of project need and a location analysis to establish the best alignment for the road extension. Once the need and location were accepted by the Board of County Commissioners J-U-B was then hired to provide survey, right-of-way plans and descriptions, environmental permitting, preliminary and final design engineering, and construction observation/administration, for the 3.5 mile extension of East Foster Wells Road. Old growth sagebrush and critical shrub steppe habitat is present in Smith Canyon, a large area owned by the Bureau of Reclamation. Extensive environmental permitting and coordination with USBR, WDFW and the South Columbia Basin Irrigation District (SCBID) was required in order to construct the roadway crossing through Smith Canyon, which also serves as an active wasteway for SCBID. Substantial coordination with local property owners was also necessary for the relocation of a private irrigation well and pumping facility, modifications to numerous center pivot irrigation systems, revisions to residential driveways and farm field approach connections, and extensive coordination with overhead and underground utility companies.
- **Kittitas Highway Safety Improvements; Kittitas County, WA (2015)** *Lead Project Engineer*. Kittitas Highway, between the Cities of Ellensburg and Kittitas, was a narrow two-lane high-speed roadway with no shoulders, roadside irrigation channels, and had numerous areas with unrecoverable roadside slopes. This project provided improvements to 4.8 miles of the highway, including adding bicycle lanes, improving intersection sight triangles and pavement width for large vehicles, adding emergency vehicle turnouts at key locations, construction of guardrail, and various other safety improvements including improved signage, slope flattening, and relocating irrigation features outside of clear zone. Travis was responsible for overseeing the design and preparation of the final PS&E package for construction. He was also involved with various aspects of the project during construction.

Goldendale Observatory State Park - Phase 3 Expansion, Washington State Parks-, Goldendale, WA (2016) *Project Manager*. Under contract with Patano Studio Architecture, J-U-B provided all boundary and topographic surveying for the 5-acre State Park in preparation for the \$2 Million facility remodel and upgrade. Following J-U-B's successful telescope pedestal upgrade design for the observatory, an extensive 2 day survey of all existing site facilities, utilities, walkways, vegetation, parking lot, and existing ground data for preparation of a 1-foot contour interval surface required for upgrades. Travis provided all survey oversight and coordination with the architects during the facility concept development and final design.

- **Horn Rapids Commercial Development Study, City of Richland, WA (2018)** *Project Engineer*. The City of Richland, seeing potential development opportunities in the Horn Rapids area south of SR 240 (Vantage Highway), hired J-U-B to prepare long-range traffic forecasts for the Kingsgate Way and Clubhouse Lane intersection and prepare conceptual layouts for intersection improvements. Travis was responsible for all geometric layouts for the proposed improvements, cost estimates, and sealing of the final study.

ELIZABETH SMITH

Planner

Elizabeth has more than three years of experience working with public and private entities acting as a comprehensive and municipal planning lead on a variety of projects. She has knowledge in land use, transportation, tribal, and environmental planning. Since joining J-U-B, Elizabeth has been involved in projects that require GIS mapping, municipal coordination, and business development.

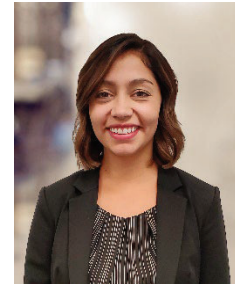
RELEVANT EXPERIENCE

PORT PROJECTS

- **Aerospace Innovation and Manufacturing (AIM) Center; Port of Pasco, WA (2023) Planner.** The Port of Pasco was awarded WA Department of Commerce funding to prepare an extensive master plan identifying the site readiness of vacant land near the Tri-Cities Airport. My role included developing and finalizing the Master Plan document. In addition to compiling and ensuring the final document was complete, I identified existing utilities in the area, prepared a permitting and planning process evaluation, and site due diligence. I also worked on the GIS mapping team to produce clear and concise exhibits for the Master Plan.
- **Reimann Industrial Master Plan; Port of Pasco, WA (2019) Planner/GIS Analyst.** The Port of Pasco has identified a long-term vision for this nearly 300-acre parcel of industrial land to develop the land, attracting both industrial and commercial tenants. My coordination with local municipalities and utility agencies has aided the Team in determining available services in the area. I also lead the effort on GIS related exhibits for the Master Plan.

TRANSPORTATION/TRANSIT PROJECTS

- **High Performance Transit; Spokane Transit Authority, Spokane, WA (2019) Transit Planning Intern.** Developing the High-Performance Transit Plan was the first step to become a fully funded project that has created a six-mile, corridor-based Bus Rapid Transit route connecting communities in Spokane. The City Line is estimated to provide 1 million rides per year with pre-board ticketing, level boarding, and improved stations with real-time signage, and wayfinding. This Plan was developed and approved by the Design Review Board in 2019.
- **Plaza Operations Study; City of Spokane, WA (2019) Transit Planning Intern.** Coordinated and participated in Rider and Coach Operator round-table meetings to obtain feedback on Plaza Operations alternatives. Collaborated with Service Change Outreach Team during the 2018 Service Change and provided customers with clear step-by-step instructions to assist in adjustment to transit schedule for major routes.
- **Bus Stop Accessibility Plan; Spokane Transit Authority, Spokane, WA (2019) Transit Planning Intern.** The public transit system in Spokane searched for ways to make it safer and easier for pedestrians to get to and from bus stops, particularly for pedestrians with disabilities. The Plan identified key bus stops in need of accessibility accommodations, the improvements needed and the estimated costs.



Professional Affiliations

- American Planning Association
2016 – Present

Education

- BA, Urban and Regional Planning & GIS Certificate
Eastern Washington University,
2018
- AA, Business
Spokane Community College,
2015

Experience

- Planner
J-U-B ENGINEERS, Inc.
2019 – Present
- Planner II/GIS
Umatilla County
2019
- Planning Intern
Spokane Transit Authority
2018 – 2019

- **Colville Reservation Tribal Traffic Safety Plan; City of Spokane, WA (2019)** *Transportation Planner/Technical Assistant*. Facilitated community outreach projects in Tribal communities using surveys and focus groups. This data was collected and processed to create a research report and findings to present to the Law and Justice Committee of Tribal Council.
- **Illinois Avenue Improvement Plan; City of Spokane, WA (2019)** *Transportation Student Planner*. Implemented the planning process and presented alternatives to landowners along East Illinois Avenue. This was part of the Community Outreach for the North Spokane Corridor to create a pedestrian-friendly and multimodal environment.
- **Pedestrian Pathway Mapping; City of Spokane, WA (2019)** *Student GIS Analyst*. Integrate GPS data into GIS software to create and display pathway availability within the Spokane Riverpoint Campus. Produced a variety of exhibits for presentation purposes.

MUNICIPAL COORDINATION PROJECTS

- **Dollar Store General Site Investigation Report and Permitting; WA, OR, and ID (2020-2023)** *Planner/City Coordinator*. Apply municipal code, zoning, subdivision and processing procedures to assist Project Manager in successfully permitting commercial stores. Coordinated with City Planner, public works and building officials, and others in matters related to planning and zoning and development of this project.

OTHER PROJECTS

- **Umatilla River Trails Plan and GIS Inventory, Umatilla County, OR (2019)** *Planner II/GIS*. This project connects four communities, Umatilla, Hermiston, Stanfield, and Echo, with technical assistance from the National Park Service. As the GIS lead for this project, my role consisted of GIS inventory from multiple municipalities and creation of alternatives for trail routes. I also designed maps for multiple public involvement workshops.

JENNIFER SWITZER

GIS Mapping

Jennifer has 12 years of experience in GIS and data analysis to serve local, state, and federal government agencies, and private industry. She has extensive experience working with Esri software products, including ArcGIS Server and designing SQL geodatabase schemas, creating custom mobile and web-based maps and story maps for public involvement, converting data to digital form, executing spatial analyses, generating information products and custom map exhibits.

Jennifer is currently working on the Kuna West Urban Renewal District Comprehensive Plan. For this project, she conducted current and future land use analyses on properties within the district, created an interactive web map to assist planners with data discovery, and developed exhibits and reports to convey plan objectives to stakeholders.

RELEVANT EXPERIENCE

- **GIS Conversion; Notus-Parma Highway District, Idaho (2020)** *Sr. GIS Analyst.* Designed new database schema to increase maintenance tracking and asset management and converted data to new format. Established online mapping capability and access via mobile applications.
- **Cemetery Management System; City of Bluffdale, Utah (2020)** *Sr. GIS Analyst.* Converted the city's AutoCAD data layers into a GIS-based cemetery asset management system with mobile capabilities.
- **Kuna West URD Plan; City of Kuna, Idaho (Current)** *Sr. GIS Analyst.* Comprehensive plan for the Kuna urban renewal district. Jennifer conducted current and future land use analyses on properties within district, created an interactive web map to assist planners with data discovery, and developed exhibits and reports to convey plan objectives to stakeholders.
- **GIS Mapping; Bear River Water Conservation District, Utah (2020)** *Sr. GIS Analyst.* Digitized water infrastructure as-builts into GIS with online mapping capabilities.
- **Garden City Neighborhood Bike & Ped Plan; Ada County Highway District, Idaho (Current)** *Sr. GIS Analyst.* Comprehensive plan for bike and pedestrian improvements within Garden City. Jennifer performed existing asset and needs analyses, created project exhibits for plan report and web maps for online public engagement that replaced in-person public involvement meetings.
- **PI Citywide Secondary Meter Installation; City of Riverton, Utah (Current)** *Sr. GIS Analyst.* Project to replace pressure irrigation meters throughout the city of Riverton. Jennifer created a GIS database and web application for J-U-B's public involvement team to document and manage incoming public concerns regarding the meter installation project.
- **City of Kuna, Idaho (Current)** *Sr. GIS Analyst.* Multiple construction projects within the city of Kuna. Jennifer created a story map to provide city personnel and the public with an online map tour to view project



Proficient Software

- Esri ArcGIS Pro
- Esri ArcMap
- Esri ArcGIS Server
- Esri Collector for ArcGIS
- Esri ArcGIS Online
- Esri ArcGIS Portal
- Esri ArcGIS Hub

Education

- MS, Geographic Information Systems, Pennsylvania State University, 2016
- BS, Mathematics with Chemistry Minor, University of Illinois, 2003

Experience

- Sr. GIS Analyst, Gateway Mapping/J-U-B Engineers, Feb 2020 – Present
- GIS Analyst, City of Boulder City, Boulder City, NV, 2013-2019
- Data Analyst, PRA Location Services, Las Vegas, NV, 2011 – 2013
- Resource Analyst, New Mexico Technology Group LLC, Fort Huachuca, AZ, 2007-2008
- Cartographic Technician, USDA, East Lansing, MI, 2003-2007

locations, explanations, construction updates, and links to surveys and design plans.

- **Suez – 2020 Master Facilities Plan Update; Suez Water Idaho (Current)** *Sr. GIS Analyst.* Update to the Suez water facilities. Jennifer conducted analysis on customer water usage to determine areas within the Suez service area that were using potable vs non-potable water for irrigation purposes. Provided map exhibits depicting infrastructure details and engineering analyses.
- **Sandpoint – Great Northern Road; City of Sandpoint, Idaho (Current)** *Sr. GIS Analyst.* Comprehensive plan to determine upgrades along the Great Northern Road in Sandpoint, Idaho. Collected data and created online web application to provide data for planning team.
- **Hyrum City: Routine GIS Services 2020; Hyrum City Corporation, Utah (2020)** *Sr. GIS Analyst.* Provide GIS services to the city of Hyrum. Digitized as-builts of multiple new subdivisions throughout the city to document and display the water, sewer, irrigation, and storm infrastructure in these areas.
- **Raft River Watershed Plan-EA, Raft River Flood District #15; Malta, ID (2020-On Going)** *Sr. GIS Analyst.* Develop a Watershed Plan Environmental Assessment to evaluate impacts related to groundwater stabilization, recharge, flood control, and sediment load reduction. Jennifer digitized the Raft River floodplain by georeferencing FEMA FIRM panels and created project location datasets. She produced map exhibits for client project scoping and public involvement meetings.
- **Zamzow's Park Master Plan, City of Kuna, Idaho (Current)** *Sr. GIS Analyst.* Design layout for future Zamzows park in Kuna. Jennifer created an online survey to receive feedback from residents in the surrounding neighborhood to discover public concerns with the new park development and refine design options.

PLANNING

- **City of Jerome Comprehensive Plan Update; Jerome, Idaho (Current)** *Sr. GIS Analyst.* Jennifer compiled data and an online web map application and conducted current and future land use analyses within the city and impact area to help direct land development limitations or opportunities. She also performed analysis to assess demographics and locations of food deserts that could impact community health.
- **Protect Resiliency Plan, Idaho Transportation Department (2023-Current)** *Sr. GIS Analyst.* Jennifer compiled and analyzed data to determine “hot spots” in Idaho for floods, landslides (mud, earth, snow), fire, and earthquakes to focus planning efforts to make surface transportation resilient to these natural disasters. She also created a website (ArcGIS Hub Site) with an online comment map and survey for public involvement.
- **Minidoka County, Cities of Rupert and Paul, Comprehensive Plan (2023-Current)** *Sr. GIS Analyst.* Jennifer performed spatial analyzes to identify areas of concern, parcel density, and to calculate land area to support the planning process. She developed numerous custom map exhibits (Future Land Use, natural resources & hazards, transportation, public amenities, etc.).
- **Nampa 5-Year Transportation Plan; City of Nampa, Idaho (2022-Current)** *Sr. GIS Analyst.* Jennifer proposed new geodatabase to collect and store data on existing conditions within project areas, as well as a new database schema for Capital Improvement Project management. She created field collection techniques and internal and public-facing applications for staff and public to review proposed transportation projects.
- **Nampa Highway 16 Specific Area Plan; City of Nampa, Idaho (2022-2023)** *Sr. GIS Analyst.* Jennifer analyzed existing conditions to help aid in the creation of future land uses and transportation needs around the upcoming SH-16 expansion. She created a website with an online comment map to provide the public with project information and to receive feedback.



HANNAH ANDERSON, MURP

Public Involvement Lead

Hannah is a bright and innovative planner with a history of success in project management and client relations. Her background is the ideal combination of public involvement, communication, urban planning, and graphic design. She has a depth of knowledge and experience in conducting public outreach within diverse communities and is adept at curating strategies for engagement which include a variety of methods. Hannah is especially skilled at engaging stakeholders in meaningful discussion and identifying opportunities for mutual outcomes. She brings strength through maintaining a grasp of the big picture while paying necessary attention to the fine details. Hannah's experience includes public outreach efforts (meeting facilitation, open houses, media relationships, messaging, on-line and printed collateral) for transportation master planning, water, and wastewater facilities. She possesses a natural talent for organization and project efficiency, and a passion for positive collaboration. When needed, Hannah is adept at pulling the core issues out in conversation so they can be addressed head on and early in the process.

RELEVANT EXPERIENCE

- **Transportation Master Plan | Post Falls, ID (Current)** The City of Post Falls, ID has contracted with J-U-B ENGINEERS, Inc. (J-U-B) to develop an updated transportation master plan (TMP) to provide a basis for current and long-range transportation system improvements and consider regional needs and connectivity. Hannah curated a specialized public involvement plan for this project and will lead the public involvement effort including establishing and maintaining a system story map with interactive comment mapping software, technical advisory group meetings, public surveying, messaging and informational materials, elected official workshops, and a verification process for TMP goals and adoption.
- **Downtown Master Plan | Orofino, ID (Current)** The Orofino Downtown Master Plan will incorporate consideration for assessment of downtown conditions, development of capital improvements, strategic funding, and implementation plans to position the City for a CDBG grant. In support of plan preparation, Hannah conducted public outreach and involvement including downtown advisory committee meetings, community open house, online survey, and stakeholder interviews.
- **Kootenai Forest Stakeholder Coalition; Libby, MT (2021-Current)** *Project Manager.* Hannah facilitates the Kootenai Forest Stakeholder Coalition's quarterly Board meetings, monthly Executive Committee meetings, as well as provides internal and external stakeholder coordination, logistical support, and process guidance. The Coalition consists of a variety of stakeholder groups



Certifications

- IAP2 – Planning for Public Participation
- Pursuing American Institute of Certified Planners (AICP) Certification
- Mental Health First Aid Responder, certified via National Council for Behavioral Health, 2018
- Housing Choice Voucher Specialist, certified via Nan McKay, 2016

Education

- MS, Urban and Regional Planning – Emphasis in Community and Economic Development
Portland State University, 2020
- BA, Design Management, Minor in Sustainability
Arizona State University 2015
- AA, General Studies
Clark College 2013

Experience

- Project Manager/Planner
The Langdon Group, Inc.
2021 – Present
- Community and Economic Development Planner
The City of Wood Village, OR
2020 – 2021



who offer consensus recommendations to the Kootenai National Forest on a variety of forest health projects.

- **PL566 Watershed Improvement Projects; NRCS (2021-Current) *Public Involvement Lead*.** J-U-B provides engineering services including environmental assessment and public involvement for various locations throughout Idaho. Hannah provides project support through coordination, facilitation, and recordation of biweekly meetings with agency officials and the NRCS for multiple PL566 Watershed Improvement projects in WA and ID.
- **ID-95 and SH-41 Interchange Partnership (ITD); Post Falls, ID (2022-Current) *Project Manager*.** ITD and a local contractor are constructing a new major interchange for the ID-95 and SH-41 intersection, to be complete in 2024. Hannah led the group in establishing a formal partnership to plan for project success by guiding the group through collaboratively drafting a team communication plan and charter, and identifying dispute resolution metrics. Hannah continues to facilitate the group in regular partnering meetings, and individual check in meetings throughout the life of the project.
- **Aerospace Innovation and Manufacturing Center Master Plan | Port of Pasco, WA (2023)** Hannah led the public involvement effort for this project through a dual-phase process, by first providing a detailed recommended approach for a public involvement strategy, to later be implemented in conjunction with the design and construction of the Center. Stakeholder interviews, advisory committee facilitation, public open houses, surveys, and a focus on engaging all impacted and interested members of the public, including prominent minority groups and representative organizations, will be integral tasks.
- **Umatilla Transportation System Plan (TSP) Update; City of Umatilla, OR (2022) *Public Involvement Specialist*.** Hannah provided public involvement for the City of Umatilla's Transportation System Plan (TSP) update. The TSP update assesses the current and future state of the city's roadways, bike and pedestrian routes, and supporting infrastructure to make recommendations to the City for improvements. Hannah supported this process by coordinating and facilitating key stakeholder interviews, technical advisory committee meetings, and public open houses.
- **East Side Highway District Website Updates; Kootenai County, ID (2022) *Project Manager*.** To modernize their current website, Hannah is performed a total update to the ESHD web platform. This included a domain and host site transfer, design of a new site, file transfer, and training for staff maintenance moving forward. Hannah worked closely with staff to understand their needs and abilities, as well as their hopes for public use. The resulting platform is efficient, functional, and aesthetically pleasing, providing an avenue for the public to easily access important updates and education regarding projects.
- **Coeur Terre Master Planned Community; Kootenai County Land Company, ID (2021-Current) *Public Involvement Lead*.** Hannah is the point of public contact and provides ongoing public involvement and community education services for a master planned community project in Kootenai County. This project will develop nearly 1,000 acres of unincorporated land through anticipated annexation into neighboring cities and a series of in-depth infrastructure studies. Development will include a variety of housing types, mixed use corridors, school sites, and connection to local bike and pedestrian trails systems. She conducted key stakeholder interviews, and composed outreach fliers to provide general education regarding the project and issues related to regional housing and growth. Hannah will facilitate a series of virtual and in-person public open houses and present to various community agencies.



Tracy thrives in spaces where she is given the opportunity to collaborate with others. Her strong work ethic, natural leadership skills, and innate ability to problem solve shines most when she is challenged. Tracy understands that communication, listening, and understanding are key to developing relationships. Her strengths come from her ability and desire to connect with others, and she is always excited to engage with new people and learn from them. Tracy has experience coordinating and supporting projects of various levels and sizes that benefit and improve local communities. She brings a fresh perspective and strong understanding of the fundamentals when designing strategies for communication between stakeholders.

RELEVANT EXPERIENCE

- **Transportation Master Plan; Post Falls, ID (2023-Current) *Project Coordinator*.** The City of Post Falls, ID has contracted with J-U-B ENGINEERS, Inc. (J-U-B) to develop an updated transportation master plan (TMP) to provide a basis for current and long-range transportation system improvements and consider regional needs and connectivity. Tracy aided in curating a specialized public involvement plan for this project and will support the public involvement leads efforts in maintaining a system story map with interactive comment mapping software, technical advisory group meetings, public surveying, messaging and informational materials, elected official workshops, and a verification process for TMP goals and adoption.
- **Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) Formula Program; Idaho Transportation Department, District 1 (ITD) (2023-Current) *Project Coordinator*.** The Idaho Transportation Department has contracted the services of The Langdon Group to lead the design of a statewide program to help make surface transportation more resilient to natural hazards, including climate change, sea level rise, flooding, extreme weather events, and other natural disasters through support of planning activities, resilience improvements, community resilience and evacuation routes, and at-risk coastal infrastructure. Tracy will support the development of the program and lead public involvement in District 1, which will include coordination with Idaho's five MPOs, LHTAC, and State/Local partnering agencies.
- **Port of Pasco Aerospace Innovation Manufacturing Center, Port of Pasco, Pasco, WA (2023-Current) *Project Coordinator*.** The Port of Pasco, along with J-U-B ENGINEERS, Inc. (J-U-B), is developing a design master plan for the Port of Pasco Aerospace Innovation and Manufacturing (AIM) Center. The AIM Center is a key part of the Port's long-term planning for the area and new economic development opportunities as the region continues to experience steady and significant growth. Tracy is supporting the public involvement effort for this project through a dual-phase process, by first providing a detailed recommended approach for a public involvement strategy, to later be implemented in conjunction with the design and construction of the Center. Stakeholder interviews, advisory committee facilitation, public open houses, surveys, and a focus



Education

- BS, Political Science
Minor in History
Indiana State University
2020

Experience

- Project Coordinator
The Langdon Group, Inc.
2022 – Present
- Capital Improvements Admin
The City of Moscow, ID
2021 – 2022
- Community Outreach
Consultant
Cabello Associates
Elkhart, IN
2020 – 2021
- Engineering Admin Intern
Lippert Components
Elkhart, IN
2017 – 2020



on engaging all impacted and interested members of the public, including prominent minority groups and representative organizations will be integral tasks.

- **12th Avenue Construction Management Services, City of Post Falls, ID (2023-Current) *Project Coordinator.*** The City of Post Falls Public Works Department Projects Division in conjunction with Utilities selected J-U-B for Construction Management services for the construction of a new pressure sewer main under a prominent section of 12th Avenue. Hannah is leading the public involvement effort for this project which will focus on early and continuous communication with key businesses, residents, and community members impacted by the construction.
- **Subdivision Groundwater Protection Assessment and Facilitation, Idaho Department of Environmental Quality, ID (2023-Current) *Project Coordinator.*** The Idaho Department of Environmental Quality has contracted with The Langdon Group to provide facilitation services to identify regulatory issues and concerns at multiple level of government. Tracy will provide support to the TLG PM during staff and stakeholder assessments, facilitated workshops, and with a partner agency outreach plan.
- **Kootenai Forest Stakeholder Collaborative; Libby, MT (2023-Current) *Project Coordinator.*** Tracy supports the facilitation of the Kootenai Forest Stakeholder Collaborative's quarterly Board meetings, monthly Executive Committee meetings. The Kootenai Forest Stakeholder Collaborative consists of voting members from a variety of stakeholder groups who offer consensus recommendations to the Kootenai National Forest on a variety of forest health projects.
- **PL566 Watershed Improvement Projects; NRCS (2023-Current) *Project Coordinator.*** J-U-B provides watershed improvement engineering services including environmental assessment and public involvement for various locations throughout Idaho. Tracy coordinates with the project manager and public involvement lead to provide project support through coordination, facilitation, and recordation of biweekly meetings with agency officials and the NRCS.
- **Transportation Master Plan | Worley, ID (2023) *Project Coordinator.*** The Worley Highway District, ID has contract with The Langdon Group to provide public involvement activities in association with the development of an updated transportation master plan (TMP) to provide a basis for current and long-range transportation system improvements and consider regional needs and connectivity. Tracy led the public involvement process for this project, and preparation of the necessary materials to provide clear and transparent information.
- **Rathdrum City Hall; City of Rathdrum (2022-Current) *Project Coordinator.*** The City of Rathdrum has contracted with Architects West and J-U-B ENGINEERS, Inc. (J-U-B) to develop a City Hall Campus master plan to provide a base for the development of the community. Tracy works with the J-U-B team to provide support during strategy development, facilitation of steering committee meetings, stakeholder interviews, designing and distribution of public educational materials, community events, and public open house facilitation.
- **South Fork of the Walla Walla, Bureau of Land Management, OR (2022-Current) *Project Coordinator.*** The Bureau of Land Management has contracted The Langdon Group to bring the general public and South Fork Walla Walla Stakeholders together in a series of public meetings to work towards a long-term solution for a recreation asset and protection of sensitive resources that also addresses access issues. Tracy supports the Public Involvement lead in their facilitation of cooperating agency meetings, public meetings, open houses, and creating summary reports.

Riannon is our Northwest traffic lead for planning and design projects and often works across the entire company to support traffic modeling, analysis, and design. Her past projects include urban and rural roadway design, illumination, signals, roundabouts, striping and signing, multi-use trails, and multi-modal corridors. Riannon's engineering passion is fueled by all things traffic-related including signals, roundabouts, illumination, and roadways. She has been a team member on or led numerous traffic study, transportation plan, and intersection design projects. Riannon thrives working on projects that improve quality of life while minimizing environmental impacts. She is collaborative, self-motivated, and highly organized.

RELEVANT EXPERIENCE

TRAFFIC ENGINEERING EXPERIENCE

- **Umatilla Elementary School Traffic Impact Analysis; Umatilla School District OR (2023) *Project Engineer*.** Managed a Traffic Impact Analysis for a new elementary school in Umatilla. Worked with the City and ODOT to determine study area, evaluated seven intersections to identify impacts and mitigation, considered four surrounding development projects, and calculated proportionate share for needed improvements.
- **Seven Gates Traffic Impact Study; Dileab Investments, LLC (2023) *Project Engineer*.** Traffic study for 1,100-home residential development near Boise, ID. Prepared traffic projections, Synchro models, and authored final report with recommendations in accordance ACHD standards and in coordination with ITD. Study area included two proposed intersections and ten existing intersections including two ACHD/ITD intersections on SH-55.
- **US-95 Corridor Signal Timing; Idaho Transportation Department (2023-Current) *Project Engineer*.** Developed/implemented 14 distinct signal timing plans for 16 signals on US-95 through Coeur d'Alene and Hayden, ID. Nine time-of-day plans were developed for each intersection for both summer and non-summer time periods. Implementation was completed in coordination with ITD with hundreds of travel miles up and down the corridor and countless tweaks to offsets/phasing.
- **Travel Center TIS; Kootenai Tribe of Idaho, ID (2022) *Project Manager*.** Managed a traffic impact analysis for a new truck stop, gas station, and drive through restaurant on US-95 north of Bonner's Ferry, ID.
- **Michigan Ave & SH-7 Traffic Study; City of Orofino, ID (2022) *Project Engineer*.** Provided traffic projections and analysis to determine optimum intersection control for one of the busiest and most prominent intersections in the city. Developed concept level designs and estimates for each alternative.
- **Knife River Traffic Study; Knifer River, Lewiston, ID (2022) *Project Engineer*.** Completed a traffic study for the Knife River hot plant on US-95 to obtain a permanent encroachment permit from ITD.



Professional Registrations

- Professional Engineer:
Idaho, 19078
Washington, 20105516

Education

- MS, Civil Engineering
University of Idaho
2016
- BS, Civil Engineering
University of Idaho
2014

Experience

- Professional Engineer
J-U-B ENGINEERS, Inc.
2016 – Present

Professional Affiliations

- Institute of Transportation Engineers
- Engineers Without Borders
- Women's Transportation Seminar (WTS)

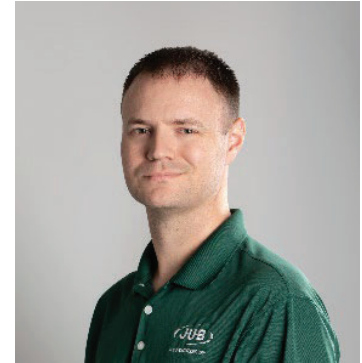
- **1800 N Interchange; Utah Department of Transportation, UT (2021-Current) *Project Engineer*.** Traffic and alternatives analysis using VISSIM and Synchro and lead the preparation of an Interchange Access Change Request (IACR) for a new interchange on I-15 near Hill Air Force Base. Traffic modeling included three existing interchanges, the proposed 1800 North interchange, I-15 mainline, and 14 local road intersections. A draft IACR has been submitted and is under review by UDOT.
- **Highway 41 & Prairie Ave Shopping Center TIS; City of Post Falls, ID (2021) *Project Engineer*.** Traffic study for a commercial development in Post Falls, ID, contracted by the city. Prepared trip generation and distribution estimates, traffic projections, Synchro models, provided coordination with ITD, and drafted final report with recommendations.
- **Cecil Road and Poleline Avenue Project; City of Post Falls, ID (2021) *Project Engineer*.** Traffic analysis to determine optimum intersection traffic control (signal vs. roundabout).
- **Cecil Road and Mullan Avenue Project; City of Post Falls, ID (2021) *Project Engineer*.** Traffic analysis to determine traffic needs after implementing access restrictions to Walmart.
- **Estates at West Highlands TIS; Landmark Pacific Development, LLC (2020) *Project Engineer*.** Traffic study for residential development in Middleton, ID. Prepared traffic projections, Synchro models, and drafted final report with recommendations.
- **Ten Mile TIS; Hayden Homes Idaho, LLC (2020) *Project Engineer*.** Traffic study for residential development near Kuna, ID. Prepared traffic projections, Synchro models, and drafted final report with recommendations.
- **Spokane Street & Prairie Avenue Project – Phase 2; City of Post Falls, ID (2020) *Project Engineer*.** Traffic analysis to determine optimum intersection traffic control (signal vs. roundabout).
- **Mile Ave & Government Way, City of Hayden, ID (2020) *Project Engineer*.** Traffic analysis to determine optimum intersection traffic control (signal vs. roundabout).
- **Golden Glo; Mountain Ridge Holdings LLC, Rathdrum, ID (2020) *Project Engineer*.** Trip generation and distribution memo. Permit coordination with the City and ITD.
- **Foothill Blvd Intersection Study, Utah Department of Transportation (2020) *Project Engineer*.** Studied two intersections in Salt Lake city to make recommendations for improving safety and level of service.
- **Loffs Bay Road Speed Study; Worley Highway District, ID (2020) *Project Engineer*.** Facilitated a speed study to recommend new and advisory speeds for Loffs Bay Road.
- **Pleasant Grove Interchange Area Improvements; UDOT Region 3, Pleasant Grove, UT (2019-2020) *Project Engineer*.** Modeled existing conditions and two future alternatives for a 7-mile corridor of I-15 as well as the Pioneer Crossing, 500 East, Pleasant Grove Boulevard and 1600 North interchanges, and arterial roadways using VISSIM. One future alternative included 51 intersections and the other included 70 intersections. Assisted in preparation and development of final report detailing the alternatives analysis and recommendations.
- **Prairie Crossing Shopping Center TIS; Beyond Green, Inc. (2018-2019) *Engineer Intern*.** Traffic study for a large commercial development in Post Falls Idaho, ID. Prepared traffic projections, Synchro models, and drafted final report with recommendations.

With more than eight years experience in Traffic Modeling and Planning, Ian brings significant expertise in traffic modeling to the J-U-B team, strengthening the planning team. His planning specialties include field data collection, signal warrant studies, travel demand modeling, corridor modeling, signal timing, roundabout analysis and traffic impact studies. Ian has used multiple software platforms to model stop controlled intersections, signalized intersections, roundabouts, diamond interchanges as well as innovative interchange designs such as Diverging Diamond (DDI) and Single Point Urban Interchanges (SPUI).

RELEVANT EXPERIENCE

TRAFFIC MODELING

- **South Eagle Road TIS; Mark Bottles Real Estate, Eagle, ID (2023-Current)** *Traffic Lead & QC.* Interfaced with the client and managed JUB staff to produce a traffic impact study for a proposed commercial development traffic impact study at the intersection of Eagle Road and Locust Grove Drive. QC of spreadsheets, technical memo and Synchro models generated by other J-U-B staff.
- **Riverbend at Ammon/Lincoln TIS; VP Real Estate, Ammon, ID (2023)** *Traffic Lead & QC.* Interfaced with the client and managed JUB staff to produce a traffic impact study for a proposed mixed-use at the intersection of Ammon Rd and Lincoln Rd. QC of spreadsheets, technical memo and Synchro models generated by other J-U-B staff.
- **US-95 Corridor Modeling; ITD District 1, Coeur d'Alene, ID (2023-Current)** *Modeling & QC.* Modeled the 700 East corridor in Synchro 11, determined projected future traffic volumes, identified areas of high delay along the corridor and modeled potential improvements to reduce delay. QC of spreadsheets and Synchro models generated by other J-U-B staff.
- **I-15/1800 North IACR and 1800 North Widening; UDOT Region 1, Clinton City, UT (2021-Current)** *Modeling lead.* Using Vissim 22 Ian modeled a 5-mile corridor of I-15 as well as Riverdale Rd, 5600 South, the proposed interchange at and roadway widening of 1800 North, and 650N arterial roadways. Ian used the CUBE TDM software to help determine growth rates in the area.
- **SR-108 Corridor Modeling; UDOT Region 1, West Point, Clinton & Roy, UT (2020-2021)** *Modeling, corridor optimization.* Modeled the SR-108 Corridor from 300 North in West Point, UT to 6000 South in Roy, UT in Synchro. This study evaluated determined turn lane configurations and corridor signal timing for the SR-108 corridor widening project.
- **Bangerter Highway/SR-201 Signal Timing Update; UDOT Region 2, West Valley, UT (2020)** *Modeling, corridor optimization.* Modeled the Bangerter Highway/SR-201 interchange and three adjacent intersections along Bangerter Highway in Vissim 11. The analysis looked at several retiming options and restricted movements in order to improve traffic flow around the interchange and improve safety.



Professional Registrations

- Professional Engineer: Utah, 11641021-2202
- Professional Traffic Operations Engineer: 5657

Education

- BS, Civil Engineering
University of Utah
2015

Experience

- Project Engineer
J-U-B ENGINEERS, Inc.
Salt Lake City, Utah
2020-Present
- Design Engineer
J-U-B ENGINEERS, Inc.
Salt Lake City, Utah
2018-2020
- Civil Associate
Michael Baker International
Midvale, UT
2015-2018

- **1000 W/1300 N Signal Warrant Study; Clinton City, Clinton, UT (2020) *Modeling.*** Conducted a signal warrant study to determine the feasibility of removing the existing roundabout and replacing it with a signal. Modeled intersection in both Synchro 10 as well as Sidra 8.
- **Pleasant Grove Interchange Area Improvements; UDOT Region 3, Pleasant Grove, UT (2019-2020) *Modeling and concept design lead.*** Modeled using Vissim 10, a 7-mile corridor of I-15 as well as the Pioneer Crossing, 500 East, Pleasant Grove Boulevard and 1600 North interchanges and arterial roadways. Developed both frontage road and C-D roadway alternatives to determine the most appropriate improvements for reducing congestion along the I-15 corridor and at certain major intersections on the arterial streets. After the modeling was completed, lead a team to develop planning level concept designs of the corridors in OpenRoads Designer.
- **Vineyard Main Street/400 North Signal Warrant Study; Vineyard City/ Vineyard, UT (2019-2020).** Conducted a signal warrant study at the intersection of Vineyard Main Street and 400 North.
- **Regional North-South Travel Capacity Corridor Study; Richland, WA (2019) *Modeling.*** Modeled, using Synchro, the SR-240 Bypass Highway between Aaron Drive and Jadwin Avenue where several planning level models were developed including converting the signalized intersections into tight diamond interchanges along the corridor.
- **700 East Traffic Analysis; UDOT Region 2, Salt Lake City, UT (2019) *Modeling.*** Modeled the 700 East corridor in Synchro, determined projected future traffic volumes, identified areas of high delay along the corridor and modeled potential improvements to reduce delay.
- **Eagle Park TIS; HLE, Idaho Falls, ID (2019) *Modeling.*** Modeled, in Synchro, the roadways surrounding the proposed Eagle Park development, determined trip generation volumes from the development, determined projected future traffic growth volumes along Sunnyside and determined if any upgrades were needed to the surrounding roadway network as a result of the proposed development.
- **I-15 Business Loop/Parkway Drive; ITD, Blackfoot, ID (2019) *Modeling.*** Modeled, in Synchro, the I-15 Business Loop from I-15 to Meridian Street, determined projected future traffic growth volumes and determined if any upgrades were needed at the I-15 Business Loop/Parkway Dr. intersection.
- **SR-240 Corridor Study; ITD, Richland, WA (2019) *Modeling.*** Modeled, using Synchro, the SR-240 Bypass Highway between Aaron Drive and Jadwin Avenue where several planning level models were developed including converting the signalized intersections into tight diamond interchanges along the corridor.
- **Richland Downtown Connectivity Study | Richland City, Richland, WA (2019) *Modeling.*** Modeled, in Synchro, the Richland Downtown area along George Washington Way and Jadwin Avenue. Determined projected future traffic growth volumes, developed several planning level concepts for the redevelopment of the downtown area including a road diet and converting George Washington Way and Jadwin Avenue into a couplet system.
- **SR-51/SR-147 Signal Warrant Study; UDOT Region 3, Spanish Fork, UT (2019) *Modeling.*** Conducted a signal warrant study at and modeled, using Synchro, the intersection of SR-51 and SR-147.
- **SR-97/5100 W Turn Lane Warrant Study; UDOT Region 1, Hooper, UT (2019) *Modeling.*** Conducted a turn lane warrant study for the intersection of SR-97 and 5100 W to improve safety at the intersection. As well as modeling the intersection in Synchro.

- **US-30 Yellowstone to Garrett Way; ITD, Pocatello, ID (2018) *Modeling.*** Modeled traffic signal timing in Synchro and modeled road network in VISSIM.
- **Rosecrest Road/Mountain View Corridor; UDOT Region 2, Herriman, UT (2018) *Modeling.*** Counted traffic volume, modeled intersection in Synchro and recommended upgrades to the intersection to reduce delay.
- **Lakeview Parkway Access Management Plan; Orem City, UT (2018) *Modeling.*** Counted traffic volume, modeled the proposed corridor in Synchro, determined projected future traffic volumes, applied City of Orem and UDOT standards to develop the access management plan along the Lakeview Parkway Corridor.

SIGNAL/ROADWAY

- **SR-108/800 North Signal System Design; UDOT Region 1, West Point, UT (2021-2022) *Designer.*** Designed a complete signal system to replace the existing signal system due to roadway widening.
- **SR-108/550 North HAWK Design; UDOT Region 1, West Point, UT (2021-2022) *Designer.*** Designed a complete HAWK signal system at this intersection to improve safety for residents crossing SR-108.
- **1800 North/100 East Traffic Signal Design; Pleasant Grove City, Pleasant Grove, UT (2021-2022) *Designer.*** Designed a completely new signal system for the intersection. This included radar detection, fiber interconnection and striping design.
- **I-84/Lincoln Ave Traffic Signal Design; ITD District 4, Jerome, ID (2021-2022) *Designer.*** Assisted in the design of the traffic signals at the ramp terminals for the new interchange in Jerome. Designed the fiber interconnection system.
- **Mid-Block RRFB Crossing on 1500 South; Woods Cross City, UT (2021) *Designer.*** Designed a mid-block RRFB system and raised crosswalk on 1500 South in Woods Cross UT.
- **SR-164/Mill Road Signal System and Roadway Widening Design; UDOT Region 3, Spanish Fork, UT (2019) *Design Lead.*** Designed a new signal system at the intersection as well as a widened roadway section along SR-164 to accommodate new turn lanes and to update this segment of SR-164 to meet current UDOT standards using Microstation.
- **Hawthorne Road/Quinn Rd Signal Detection Design; LHTAC, Pocatello City, ID (2019) *Designer.*** Designed a radar detection system and pedestrian push button system for the proposed signal using Civil 3D.
- **220 South/Pleasant Grove Boulevard Signal System Design; Pleasant Grove City, Pleasant Grove, UT (2018) *Designer.*** Designed a complete signal system, including radar detection, pedestrian access and revised striping for new turn lanes at the intersection using Microstation.
- **550 South/Pleasant Grove Boulevard Signal System Design; Pleasant Grove City, Pleasant Grove, UT (2018) *Designer.*** Designed a complete signal system, including radar detection, pedestrian access and revised striping for new turn lanes at the intersection using Microstation.

City of College Place, Washington
RESOLUTION NO. 24-045

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON
AWARDING SAFE STREETS FOR ALL (SS4A) PLANNING GRANT WORK TO J-U-B ENGINEERS**

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 Council accepted a Federal Department of Transportation Safe Streets For All (SS4A) Planning Grant of \$102,480 via Resolution #24-023 at its April 9th, 2024 City Council meeting; and

Whereas, this project was advertised via RSQ available on City website and emailed out via MRSC Small Works Vendor Roster, and

Whereas, the City received four proposals and J-U-B Engineers was graded as most responsive, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Authorize the City Administrator to sign contractual agreement with J-U-B Engineers for \$128,100 to complete Safe Streets 4 All (SS4A) Action Plan.

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.

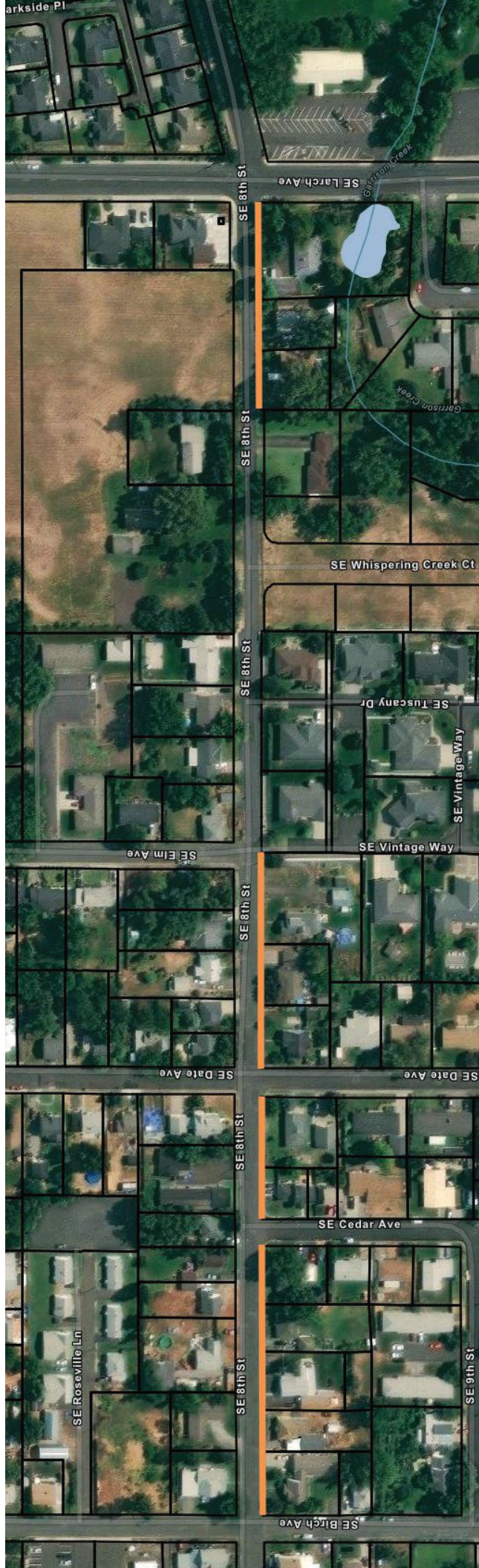
PASSED by the City Council of the City of College Place, Washington, this 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk







**J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES**

**Task Order No. 07-24-057
City of College Place**

DATE: 5/16/2024

PROJECT: SE 8th Street Sidewalk – S. College Ave to SE Birch Ave

RE: Master Engineering Services Agreement between the City of College Place (CLIENT) and J-U-B ENGINEERS, Inc., (J-U-B), dated October 13, 2020.

Upon execution of this Task Order by CLIENT and J-U-B in the space provided below, this Task Order will serve as authorization for J-U-B to carry out and complete the services set forth below in accordance with the referenced Agreement between the CLIENT and J-U-B.

1. Purpose: The City was awarded a Federal Transportation Alternative (TA) for Urbanized Areas grant construction funding for sidewalk along the north side of SE 8th Street from S. College Ave to SE Birch Ave. Design is not included in the federal TA funds. This Task Order authorizes J-U-B Engineers, Inc. to prepare plans, specifications and estimates for bidding the project. Bidding assistance and construction management will be provided under a future supplement or task order.
2. Scope of Services: J-U-B will provide survey, engineering design, environmental permitting, and PS&E preparation per the attached Exhibit A. Bidding assistance and construction administration related activities will be provided under a future supplement or task order.
3. Time for Performance of Services: Design and plan preparation will occur from June 2024 to July 2025 for bidding in 3rd Quarter of 2025 combined with the TIB funded project from SE Birch Ave to SE Larch Ave.
4. Compensation for Services: Time & Materials at J-U-B standard billing rates. Estimated to be approximately \$36,200.

SIGNATURES

CLIENT:

City of College Place

By: Michael Rizzitiello

Title: City Administrator

Date: _____

ENGINEER:

J-U-B ENGINEERS, Inc.

By: Richard H. Door, P.E.

Title: TSG Senior Program Manager

Date: _____



**EXHIBIT A
J-U-B ENGINEERS, Inc.
SCOPE OF SERVICES**

PROJECT NAME: SE 8th Street Sidewalk – S College Ave to SE Birch Ave

CLIENT: City of College Place

J-U-B PROJECT NUMBER: 07-24-057

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

SE 8th Street is classified as an Urban Minor Collector. SE 8th Street is a narrow residential street without sidewalk on either side for the most part. This project will provide sidewalk from S College Avenue to SE Birch Avenue on the north side. The project will provide ADA ramps and reconstruction. The project goal is to provide pedestrian access along SE 8th Ave. connecting to city essential locations.

This project is funded by Federal Transportation Alternatives (TA) program for Urbanized Areas between 50,000 and 200,000 population.

This project will be designed and constructed concurrent with the SE 8th Street Sidewalk improvements from SE Birch Ave. to SE Larch Ave. Due to funding, these two sections of SE 8th Street are separate design projects that will be bid under one contract.

The TA Federal Funding does not include right of way acquisition. During the preliminary design J-U-B will evaluate potential right of way needs. If required, a separate agreement will be prepared.

PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

A. Task 1: Project Management

1. Set up project into J-U-B's financial and record keeping systems for document retention and project controls.
2. Communicate and coordinate subconsultant activities under J-U-B, if necessary.
3. Regularly monitor project status, budget and schedule.
4. Attend client meetings via MS Teams for:
 - a. Kick off meeting
 - b. 60% Submittal
 - c. 90% Submittal
5. Provide monthly invoices including budget status.

B. Task 2: QC Reviews

1. Conduct internal reviews at appropriate phases for quality control and assurance.
 - a. 60% Design Level Internal QC Review of Plans and Opinion of Probable Costs
 - b. 90% Design Level Internal QC Review of Plans, Specifications, and Opinion of Probable Costs
 - c. Final Design Level QC Review of Plans, Specifications and Opinion of Probable Costs

C. Task 3: Surveying

1. Project Set-up/Research/Boundary Verification
 - a. CONSULTANT shall:
 - i. Research surveys, plats and roads.
 - ii. Evaluation and analysis of found monuments, prepare survey base drawing
 - iii. Set up survey project folder and files, scheduling, coordination and QA/QC
2. Utility Locates
 - a. CONSULTANT shall:
 - i. Travel to site
 - ii. Order utility locates
 - iii. Mark utility locate area/perimeter in white paint
3. Boundary Survey Field Work and Process Data
 - a. CONSULTANT shall:
 - i. Travel to site
 - ii. Recover and verify previous established control points, supplement as needed
 - iii. Search for, recover and make ties to Section corner monuments
 - iv. Search for, recover and make ties to road monuments
 - v. Process field crew data, control computations, QA/QC
4. Topographic Survey Field Work /Image Acquisition/Process Data
 - a. CONSULTANT shall:
 - i. Travel from site
 - ii. Map features and improvements along SE 8th Street from S. College Avenue to SE Birch Avenue, from centerline to north right of way line.
 - iii. Map features and improvements along SE Birch Avenue from SE 8th Street northerly 100 feet, from centerline to west right of way line
 - iv. Set drone control, collect drone data for mosaic & ortho-rectified photo
 - v. Process field crew data, control computations
5. Drafting/Imagery Processing/Review
 - a. CONSULTANT shall:
 - i. Prepare topographic survey map with 1-foot contours (V-SP)
 - ii. Prepare drone data, create mosaic & ortho-rectified imagery
 - iii. Topographic Survey review PLS
6. Deliverables:
 - a. Project electronic CADD base map in Civil3D 2023.

D. Task 4: Preliminary Design – 60% Submittal

1. Roadway Section
 - a. The City of College Place Standard Plan 110.18 Curb-Tight Sidewalk With Gutter Section will be used for basis of design.
 - b. The right of way for SE 8th Street is 40-feet per the County Assessors GIS maps. Survey research shall verify the right of way.
 - c. Identify conflicts with existing features such as landscaping, fences, and utilities.
2. Develop Horizontal Alignment and Vertical Profile
 - a. CONSULTANT shall establish the baseline stationing for entire Section of SE 8th Street from S College Avenue to SE Larch Avenue. The roadway baseline alignment will be established with references to survey control.
 - b. Profile grade is largely defined by the existing grade. CONSULTANT shall evaluate the profile and identify low points where minor profile revisions may provide correction. Storm drainage improvements are outside the scope and budget of this TIB project and will be identified as part of future improvements.

3. ADA Design
 - a. Preliminary layout of the ADA ramps will be provided in the 60% design submittal. The final design will include detailed information of the ADA ramp elevations and grades.
4. Utility Coordination
 - a. Coordinate with utility companies on existing locations and potential impacts from design. Determine relocation needs. Site visits with utility companies are anticipated.
5. Opinion of Probable Costs
 - a. CONSULTANT will compile preliminary project quantities and develop an Opinion of Probable Costs for the construction costs. WSDOT unit bid analysis and available local agency bid tabulation results will be used for values of unit costs.
6. Deliverables:
 - a. 60% Submittal will include the geometric layouts and linework depicting the design components but will not include detailed callouts such as the station, offsets, and elevation of ADA plans and curb line information. The intent of 60% is to provide plan set that shows the complete overview of the construction, while not expend resources on detailed information that is subject to change. 60% Submittal will not include specifications. 60% Submittal will include detailed Opinion of Probable Costs based on the level of plan detail.
7. Assumptions:
 - a. ADA Ramp installation at S College Ave & SE 8th Street and SE Birch Ave & SE 8th Street.
 - b. No Geotechnical investigation will be provided.
 - c. No additional right-of-way or easements are required for the project. No right-of-way plans, appraisals, negotiations, or acquisition are included in this scope.
 - d. No landscape or irrigation design are included in the project. Only minor restoration as needed is included.
 - e. Illumination is not included in the project.
 - f. No water line or sewer adjustments are anticipated.

E. Task 5: Environmental Documentation and Permitting

1. CONSULTANT shall prepare the NEPA Categorical Exclusion documentation in accordance with WSDOT's NEPA Categorical Exclusions Guidebook for Local Agencies.
2. Coordinate with WSDOT the Categorical Exclusion submittal and review comments.
3. Assumptions:
 - a. It is assumed that a Cultural Resources Report will not be required for the project. Per WSDOT's Guidebook for Local Programs, this project per A-15 of Section 106 Exemptions.
 - b. SEPA process will follow the City's typical procedures and advertisement schedules. The City may adopt the NEPA Categorical Exclusion to satisfy SEPA requirements.
 - c. No environmental discipline reports are required.
4. Deliverables:
 - a. NEPA Categorical Exclusion WSDOT form.
 - b. If required by City, SEPA Checklist on current City form and Attached Documents for Processing by City (PDF via email).

F. Task 6: Final Design – 90% Submittal

1. Update design per 60% review comments
2. Refine the ADA pedestrian ramps at intersections. Two ramps per corner will be used for ADA compliance and meet the current City of College Place standard details, including truncated domes.
3. Update project quantities for preparing Opinion of Probable Costs

4. CONSULTANT shall draft special provisions and outline standard WSDOT/APWA General Special Provisions.
5. Coordination with existing utilities (Phone, Power, Communication, Gas) on impacts and relocations.
 - a. Deliverables:
 - i. 90% Design submittal consisting of draft special provisions, plans and updated opinion of probable cost

G. Task 7: Final PS&E

1. Incorporate Agency Comments into final PS&E package.
2. Develop front end documents combined with special provisions to produce contract documents.
3. Assumptions:
 - a. Develop Plans including:
 - (a) Cover Sheet, Index, Legend
 - (b) Typical Sections and Details
 - (c) Alignment and Survey Control
 - (d) Site Preparation and Utility Plans
 - (e) Roadway Plan/Profile Sheets
 - b. Complete Technical Specifications will be prepared, including amendments, general special provisions, and applicable City of College Place Standard Specifications and Details.
 - c. If there is significant lag between the final submittal and bid advertisement, a supplement may be required to update the contract documents. WSDOT/APWA specifications are updated on a regular basis.

PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES

- A. CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project including, but not limited to:
1. Submittal and payment of all environmental permitting applications, Construction Stormwater Permit, etc.
 2. Project reviews and direction when requested.
 3. Submittal and Payment of project advertisement and contract legal review.
- B. Additional Services** - CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:
1. Right of way plans, appraisals, and acquisition
 2. Project advertisement and bidding assistance
 3. Responding to Contractor Questions during Bidding Process
 4. Construction administration and observation, submittal reviews
 5. Geotechnical Subconsultant involvement during construction phase.
 6. Archeological and Historical site evaluation and reporting.

PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES

- A.** CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:
1. For Time and Materials fees:
 - a. For all services performed on the project, Client shall pay J-U-B an amount equal to the cumulative hours charged to the Project by each class of J-U-B's personnel times J-U-B's standard billing rates.
 - b. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.

- c. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.
2. J-U-B may alter the distribution of compensation between individual tasks to be consistent with services rendered while not exceeding the total project amount.

B. Period of Services

1. If the planned period of service for the Tasks identified above extend more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on remaining scope amount times the specific rate increase.
2. If the period of service for the Tasks identified above is extended beyond 6 months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.

C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care and J-U-B will not be responsible for delays beyond our direct control.

D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2.

Task Number	Task Name	Fee Type	Amount	Anticipated Schedule
1	Project Management	Time and Materials (Estimated Amount Shown)	\$3,500	NTP June 2024
2	QC Reviews	Time and Materials (Estimated Amount Shown)	\$1,500	Concurrent with work progress
3	Surveying	Time and Materials (Estimated Amount Shown)	\$3,900	July 2024
4	Preliminary Design – 60% Submittal	Time and Materials (Estimated Amount Shown)	\$6,100	October 2024
5	Environmental Documentation and Permitting	Time and Materials (Estimated Amount Shown)	\$10,800	June 2025
6	Final Design – 90% Submittal	Time and Materials (Estimated Amount Shown)	\$4,800	May 2025
7	Final Plans, Specifications, and Estimate Preparation	Time and Materials (Estimated Amount Shown)	\$4,900	Bid Ready July 2025 (3 rd Quarter 2025)
8	Reimbursable Expenses	Time and Materials (Estimated Amount Shown)	\$700	Concurrent with work progress
Total:			\$36,200	

- E. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com
-

For internal J-U-B use only:

PROJECT LOCATION (STATE): Washington

TYPE OF WORK: City

R&D: No

GROUP: Transportation

PROJECT DESCRIPTION(S):

1. Highway/Interstate/Roadway (H07)
2. Traffic/Transportation (T03)

J-U-B ENGINEERS, Inc.
AGREEMENT FOR PROFESSIONAL SERVICES

Task Order No. 07-24-058
City of College Place

DATE: 5/16/2024

PROJECT: TIB SE 8th Street Sidewalk – SE Birch Ave to SE Larch Ave

RE: Master Engineering Services Agreement between the City of College Place (CLIENT) and J-U-B ENGINEERS, Inc., (J-U-B), dated October 13, 2020.

Upon execution of this Task Order by CLIENT and J-U-B in the space provided below, this Task Order will serve as authorization for J-U-B to carry out and complete the services set forth below in accordance with the referenced Agreement between the CLIENT and J-U-B.

1. Purpose: Using the Transportation Improvement Board (TIB) Active Transportation Program (ATP) grant award to design and construct sidewalk along SE 8th Street between SE Birch Ave and SE Larch Ave. This project will provide continuous sidewalk on the south side, by filling the gaps west of SE Vintage Way and the gap to the east mid-block between SE Whispering Creek Ct and SE Larch Ave. The project will provide ADA ramps at intersections. J-U-B shall prepare plans, specifications and estimates for bidding the project. Bidding assistance and construction management will be provided under a future supplement or task order.
2. Scope of Services: J-U-B will provide survey, engineering design, environmental permitting, and PS&E preparation per the attached Exhibit A. Bidding assistance and construction administration related activities will be provided under a future supplement or task order.
3. Time for Performance of Services: Design and plan preparation will occur from June 2024 to July 2025 for bidding in 3rd Quarter of 2025 combined with the Federally funded project from S. College Ave to SE Birch Ave.
4. Compensation for Services: Time & Materials at J-U-B standard billing rates. Estimated to be approximately \$84,000.

SIGNATURES

CLIENT:

City of College Place

By: Michael Rizzitiello

Title: City Administrator

Date: _____

ENGINEER:

J-U-B ENGINEERS, Inc.



By: Richard H. Door, P.E.

Title: TSG Senior Program Manager

Date: _____



EXHIBIT A
J-U-B ENGINEERS, Inc.
SCOPE OF SERVICES

PROJECT NAME: TIB SE 8th Street Sidewalk – SE Birch Ave to SE Larch Ave

CLIENT: City of College Place

J-U-B PROJECT NUMBER: 07-24-058

The referenced Agreement for Professional Services executed between J-U-B ENGINEERS, Inc. (J-U-B) and the CLIENT is amended and supplemented to include the following provisions regarding the Scope of Services, Basis of Fee, and/or Schedule:

PART 1 - PROJECT UNDERSTANDING

J-U-B's understanding of this project's history and CLIENT's general intent and scope of the project are described as follows:

SE 8th Street is classified as an Urban Minor Collector. SE 8th Street is a narrow residential street without sidewalk on either side for the most part. This project will provide continuous sidewalk from SE Birch Avenue to SE Larch Avenue on the south side, by filling the gaps west of SE Vintage Way and the gap to the east mid-block between SE Whispering Creek Ct and SE Larch Ave. The project will provide ADA ramps and reconstruction of an existing substandard ramp. The project goal is to provide pedestrian access along SE 8th Ave. connecting to city essential locations. To achieve this goal, construction on the south side of SE 8th Street less sidewalk construction and cost to achieve these goals.

This project is funded by the Transportation Improvement Board.

This project will be designed and constructed in concurrent with the SE 8th Street Sidewalk improvements from S. College Avenue to SE Birch Ave. Due to funding these two sections of SE 8th Street are separate design projects that will be bid under one contract.

TIB Funding does not include right of way acquisition. During the preliminary design J-U-B will evaluate potential right of way needs. If required, a separate agreement will be prepared.

PART 2 - SCOPE OF SERVICES BY J-U-B

J-U-B's Services under this Agreement are limited to the following tasks. Any other items necessary to plan and implement the project, including but not limited to those specifically listed in PART 3, are the responsibility of CLIENT.

A. Task 1: Project Management

1. Set up project into J-U-B's financial and record keeping systems for document retention and project controls.
2. Regularly monitor project status, budget and schedule.
3. Attend meetings with the CLIENT via MS Teams at key milestones:
 - a. Kickoff
 - b. 60%
 - c. 90%
4. During periods of project activity, provide a regular report to CLIENT on project status, budget and schedule.
5. Provide monthly invoices including budget status.
6. Provide ongoing document handling and filing.
7. Deliverables:
 - a. Monthly invoices and status reports

B. Task 2: QC Reviews

1. Conduct internal reviews at appropriate phases for quality control and assurance.
 - a. 60% Design Level Internal QC Review of Plans and Opinion of Probable Costs
 - b. 90% Design Level Internal QC Review of Plans, Specifications, and Opinion of Probable Costs
 - c. Final Design Level QC Review of Plans, Specifications and Opinion of Probable Costs

C. Task 3: Surveying

1. Project Set-up/Research/Boundary Verification
 - a. CONSULTANT shall:
 - i. Research surveys, plats and roads.
 - ii. Evaluation and analysis of found monuments, prepare survey base drawing
 - iii. Set up survey project folder and files, scheduling, coordination, and QA/QC
2. Utility Locates
 - a. CONSULTANT shall:
 - i. Travel to site
 - ii. Order utility locates
 - iii. Mark utility locate area/perimeter in white paint
3. Boundary Survey Field Work and Process Data
 - a. CONSULTANT shall:
 - i. Travel to site
 - ii. Recover and verify previous established control points, supplement as needed
 - iii. Search for, recover and make ties to Section corner monuments
 - iv. Search for, recover and make ties to road monuments
 - v. Process field crew data, control computations, QA/QC
4. Topographic Survey Field Work /Image Acquisition/Process Data
 - a. CONSULTANT shall:
 - i. Travel from site (4 trips)
 - ii. Map features and improvements along SE 8th Street from SE Birch Avenue to SE Larch, from centerline to south right of way line.
 - iii. Map features and improvements along SE 8th Birch Avenue from SE 8th Street southerly 100 feet, from centerline to east right of way line
 - iv. Map features and improvements along SE 8th Birch Avenue from SE 8th Street southerly 100 feet, from centerline to east right of way line
 - v. Map features and improvements along SE Cesar Avenue from SE 8th Street southerly 100 feet, from centerline to west right of way line to east right of way line
 - vi. Map features and improvements along SE Date Avenue from SE 8th Street southerly 100 feet, from west right of way line to east right of way line
 - vii. Map features and improvements along SE Tuscan Drive from SE 8th Street southerly 100 feet, from west right of way line to east right of way line
 - viii. Map features and improvements along SE Whispering Creek Ct from SE 8th St southerly 100 feet, from west right of way line to east right of way line
 - ix. Map features and improvements along SE Larch Avenue from SE 8th Street southerly 100 feet, from centerline to west right of way line
 - x. Map and as-built above ground visibility utility structures and utility paint locates
 - xi. Set drone control, collect drone data for mosaic & ortho-rectified photo
 - xii. Process field crew data, control computations
5. Drafting / Imagery Processing / Review
 - a. CONSULTANT shall:

- i. Prepare topographic survey map with 1-foot contours (V-SP)
 - ii. Prepare drone data, create mosaic & ortho-rectified imagery
 - iii. Topographic Survey review PLS
- 6. Deliverables:
 - a. Project electronic CADD base map in Civil3D 2023.

D. Task 4 –Preliminary Design – 60% Submittal

- 1. Roadway Section
 - a. The City of College Place Standard Plan 110.18 Curb-Tight Sidewalk With Gutter Section will be used for basis of design.
 - b. The right of way for SE 8th Street is 40-feet per the County Assessors GIS maps. Survey research shall verify the right of way.
 - c. Identify conflicts with existing features such as landscaping, fences, and utilities.
- 2. Develop Horizontal Alignment and Vertical Profile
 - a. CONSULTANT shall establish the baseline stationing for entire Section of SE 8th Street from S College Avenue to SE Larch Avenue. The roadway baseline alignment will be established with references to survey control.
 - b. Profile grade is largely defined by the existing grade. CONSULTANT shall evaluate the profile and identify low points where minor profile revisions may provide correction. Storm drainage improvements are outside the scope and budget of this TIB project and will be identified as part of future improvements.
- 3. ADA Design
 - a. Preliminary layout of the ADA ramps will be provided in the 60% design submittal. The final design will include detailed information of the ADA ramp elevations and grades.
- 4. Utility Coordination
 - a. Coordinate with utility companies on existing locations and potential impacts from design. Determine relocation needs. Site visits with utility companies are anticipated.
- 5. Opinion of Probable Costs
 - a. CONSULTANT will compile preliminary project quantities and develop an Opinion of Probable Costs for the construction costs. WSDOT unit bid analysis and available local agency bid tabulation results will be used for values of unit costs.
- 6. Deliverables:
 - a. 60% Submittal will include the geometric layouts and linework depicting the design components but will not include detailed callouts such as the station, offsets, and elevation of ADA plans and curb line information. The intent of 60% is to provide plan set that shows the complete overview of the construction, while not expend resources on detailed information that is subject to change. 60% Submittal will not include specifications. 60% Submittal will include detailed Opinion of Probable Costs based on the level of plan detail.
- 7. Assumptions:
 - a. No Geotechnical investigation will be provided.
 - b. No additional right of way or easements are required for the project. No right-of-way plans, appraisals, negotiations, or acquisition are included in this scope.
 - c. No landscape or irrigation design are included in the project. Only minor restoration as needed is included.
 - d. Illumination is not included in the project.
 - e. No water line or sewer adjustments are anticipated.

E. Task 5: Environmental Documentation and Permitting

- 1. CONSULTANT shall prepare the State Environmental Policy Act (SEPA) checklist and accompanying documentation for City processing as the SEPA Authority. Coordinate the review

process. This scope does not include the completion of any technical resource reports.

2. Assumptions:
 - a. It is assumed that a Cultural Resources Report will not be required for the project.
 - b. SEPA process will follow the City's typical procedures and advertisement schedules.
 - c. No environmental discipline reports are required.
3. Deliverables:
 - a. SEPA Checklist on current City form and Attached Documents for Processing by City (PDF via email).

F. Task 6: Final Design – 90% Submittal

1. Update design per 60% review comments
2. Refine the ADA pedestrian ramps at intersections. Two ramps per corner will be used for ADA compliance and meet the current City of College Place standard details, including truncated domes.
3. Update project quantities for preparing Opinion of Probable Costs
4. CONSULTANT shall draft special provisions and outline standard WSDOT/APWA General Special Provisions.
5. Coordination with existing utilities (Phone, Power, Communication, Gas) on impacts and relocations.
 - a. Deliverables:
 - i. 90% Design submittal consisting of draft special provisions, plans and updated opinion of probable cost

G. Task 7: Final PS&E

1. Incorporate Agency Comments into final PS&E package.
2. Develop front end documents combined with special provisions to produce contract documents.
3. Assumptions:
 - a. Develop Plans including:
 - (a) Cover Sheet, Index, Legend
 - (b) Typical Sections and Details
 - (c) Alignment and Survey Control
 - (d) Site Preparation and Utility Plans
 - (e) Roadway Plan/Profile Sheets
 - b. Complete Technical Specifications will be prepared, including amendments, general special provisions, and applicable City of College Place Standard Specifications and Details.
 - c. If there is significant lag between the final submittal and bid advertisement, a supplement may be required to update the contract documents. WSDOT/APWA specifications are updated on a regular basis.

PART 3 - CLIENT-PROVIDED WORK AND ADDITIONAL SERVICES

- A. CLIENT-Provided Work** - CLIENT is responsible for completing, or authorizing others to complete, all tasks not specifically included above in PART 2 that may be required for the project including, but not limited to:
1. Submittal and payment of all environmental permitting applications, Construction Stormwater Permit.
 2. Project reviews and direction when requested.
 3. Submittal and Payment of project advertisement and contract legal review.

- B. **Additional Services** - CLIENT reserves the right to add future tasks for subsequent phases or related work to the scope of services upon mutual agreement of scope, additional fees, and schedule. These future tasks, to be added by amendment at a later date as Additional Services, may include:
1. Right of Way acquisition services
 2. Project advertisement and bidding assistance
 3. Responding to Contractor Questions during Bidding Process
 4. Construction administration and observation, submittal reviews
 5. Geotechnical Subconsultant involvement during construction phase.
 6. Archeological and Historical site evaluation and reporting.

PART 4 - BASIS OF FEE AND SCHEDULE OF SERVICES

- A. CLIENT shall pay J-U-B for the identified Services in PART 2 as follows:
1. For Time and Materials fees:
 - a. For all services performed on the project, Client shall pay J-U-B an amount equal to the cumulative hours charged to the Project by each class of J-U-B's personnel times J-U-B's standard billing rates.
 - b. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.
 - c. Client shall pay J-U-B for J-U-B's Consultants' charges times a multiplier of 1.1.
 2. J-U-B may alter the distribution of compensation between individual tasks to be consistent with services rendered while not exceeding the total project amount.
- B. **Period of Services**
1. If the planned period of service for the Tasks identified above extend more than one year, J-U-B's billing rates and/or fees for remaining Tasks may be increased to account for direct labor cost, rate table adjustments, or other inflationary increases. If that occurs, an adjustment to the billing rates and/or Fee will be computed based on remaining scope amount times the specific rate increase.
 2. If the period of service for the Tasks identified above is extended beyond 6 months or if the Project has stop/start iterations, the compensation amount for J-U-B's services may be appropriately adjusted to account for salary adjustments, extended duration of project management and administrative services, and/or costs related to stop/start cycles including necessary monitoring and communication efforts during inactive periods.
- C. CLIENT acknowledges that J-U-B's schedule commitments outlined in Part 4 are subject to the standard of care and J-U-B will not be responsible for delays beyond our direct control.
- D. The following table summarizes the fees and anticipated schedule for the services identified in PART 2.

Task Number	Task Name	Fee Type	Amount	Anticipated Schedule
1	Project Management	Time and Materials (Estimated Amount Shown)	\$10,500	NTP June 2024
2	QC Reviews	Time and Materials (Estimated Amount Shown)	\$5,800	Concurrent with work progress
3	Boundary and Topographic Surveying	Time and Materials (Estimated Amount Shown)	\$13,600	July 2024
4	Preliminary Design – 60% Submittal	Time and Materials (Estimated Amount Shown)	\$24,500	October 2024

5	Environmental Documentation and Permitting	Time and Materials (Estimated Amount Shown)	\$2,000	May 2025
6	Final Design – 90% Submittal	Time and Materials (Estimated Amount Shown)	\$15,900	May 2025
7	Final Plans, Specifications, and Estimate Preparation	Time and Materials (Estimated Amount Shown)	\$9,400	Bid Ready July 2025 (3 rd Quarter 2025) Tied Bid with SE 8 th Street S College Ave to SE Birch Ave
8	Reimbursable Expenses	Time and Materials (Estimated Amount Shown)	\$2,300	Concurrent with work progress
Total:			\$84,000	

- E. Electronic deliverables provided to the CLIENT as part of the work described within this Attachment are subject to the provisions of J-U-B's "electronic document/data limited license" found at edocs.jub.com

For internal J-U-B use only:

PROJECT LOCATION (STATE): Washington

TYPE OF WORK: City

R&D: No

GROUP: Transportation

PROJECT DESCRIPTION(S):

1. Highway/Interstate/Roadway (H07)
2. Traffic/Transportation (T03)

City of College Place, Washington
RESOLUTION NO. 24-046

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE, WASHINGTON ALLOWING CITY ADMINISTRATOR TO SIGN TASK ORDERS UNDER ON-CALL CITY ENGINEER CONTRACT TO 100% ENGINEER SE 8TH STREET (COLLEGE TO BIRCH AVE & SE 8TH STREET (BIRCH TO LARCH AVENUE) CONCRETE SIDEWALK TOTALING \$120,000 WITH 10% CONTINGENCY OF \$12,020 NOT TO EXCEED COST OF \$132,220.

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 Council went through a competitive process RSQ to award a four year on-call engineering agreement to J-U-B Engineers via Resolution #20-037 adopted on October 13th, 2020; and

Whereas, due to the grant programs paying for projects we need to show marked progress in an accelerated manner so it makes sense to award projects as task agreements under our master on-call agreement so they can be engineered in 2024-early 2025 and be ready to be bid out for construction in spring 2025 for summer construction, and

Now therefore, it is hereby resolved by the City Council of the City of College Place, Washington, as follows:

- 1.** Authorize the City Administrator to sign task order 07-24-057 TA under on-call city engineer master agreement for \$36,200 to do final engineering/bidding for concrete sidewalk on SE 8th Street from College to Birch Avenue.
- 2.** Authorize the City Administrator to sign task order 07-24-058 under on-call city engineer master agreement for \$84,000 to do final engineering/bidding for concrete sidewalk to fill in gaps on SE 8th Street from Birch to Larch Avenues.

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 28th day of May, 2024.

Attest:

Norma L. Hernández, Mayor

Sherri St. Clair, City Clerk

BID ABSTRACT
City of College Place
Sewer Collection System Rehabilitation
College Place, WA
Tuesday May 14, 2024 at 10:00am

ITEM NO.	APPROX. QUANTITY	BASE BID	ENGINEERS ESTIMATE		LOW BIDDER	
			UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
		GENERAL				
				\$230,500.00		\$117,576.00
1.	1 LS	Mobilization	\$160,500.00	\$160,500.00	\$6,420.00	\$6,420.00
2.	1 EA	SPCC Plan	\$3,000.00	\$3,000.00	\$553.00	\$553.00
3.	1 LS	Dewatering Plan	\$3,000.00	\$3,000.00	\$553.00	\$553.00
4.	1 LS	Sequencing Plan	\$3,000.00	\$3,000.00	\$276.00	\$276.00
5.	1 LS	Project Temporary Traffic Control	\$35,000.00	\$35,000.00	\$89,065.00	\$89,065.00
6.	1 LS	Materials Testing	\$4,000.00	\$4,000.00	\$1,548.00	\$1,548.00
7.	1 LS	Shoring and Trench Safety Systems	\$5,000.00	\$5,000.00	\$5,310.00	\$5,310.00
8.	1 LS	Project Sign	\$2,000.00	\$2,000.00	\$2,766.00	\$2,766.00
9.	1 LS	As-Built Drawings	\$2,000.00	\$2,000.00	\$553.00	\$553.00
10.	1 LS	Minor Changes	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00
11.	1 LS	Construction Survey	\$8,000.00	\$8,000.00	\$5,532.00	\$5,532.00
		CIPP REHABILITATION		\$1,439,845.00		\$1,106,509.00
12.	15,395 LF	Cleaning and CCTV Inspection	\$10.00	\$153,950.00	\$9.00	\$138,555.00
13.	1,053 LF	CIPP Rehabilitation - 6 In. Diam. (UV or Thermal Cured)	\$45.00	\$47,385.00	\$63.00	\$66,339.00
14.	13,760 LF	CIPP Rehabilitation - 8 In. Diam. (UV or Thermal Cured)	\$60.00	\$825,600.00	\$55.00	\$756,800.00
15.	582 LF	CIPP Rehabilitation - 18 In. Diam. (UV or Thermal Cured)	\$130.00	\$75,660.00	\$110.00	\$64,020.00
16.	270 EA	Reinstate Sewer Service Lateral	\$500.00	\$135,000.00	\$207.00	\$55,890.00
17.	1 LS	Sewer Bypass Pumping	\$200,000.00	\$200,000.00	\$1,660.00	\$1,660.00
18.	5 EA	Sewer Cleanout	\$450.00	\$2,250.00	\$4,649.00	\$23,245.00
		NEW SEWER CONSTRUCTION		\$94,580.00		\$159,781.00
19.	96 LF	PVC Sanitary Sewer Pipe 6 In. Diam.	\$150.00	\$14,400.00	\$429.00	\$41,184.00
20.	1 EA	Manhole 48 In. Diam. Type 1	\$21,000.00	\$21,000.00	\$23,687.00	\$23,687.00
21.	2 EA	Doghouse Manhole 48 In. Diam. Type 1	\$21,000.00	\$42,000.00	\$35,531.00	\$71,062.00
22.	1 EA	Core and Connect to Existing Manhole	\$5,000.00	\$5,000.00	\$3,763.00	\$3,763.00
23.	11 SY	Remove and Replace Cement Concrete Sidewalk	\$120.00	\$1,320.00	\$426.00	\$4,686.00
24.	12 LF	Remove and Replace Cement Concrete Traffic Curb and Gutter	\$90.00	\$1,080.00	\$194.00	\$2,328.00
25.	12 LF	Remove and Replace Existing Fence	\$90.00	\$1,080.00	\$135.00	\$1,620.00
26.	358 SF	HMA Restoration	\$6.00	\$2,148.00	\$17.00	\$6,086.00
27.	180 SF	Gravel Restoration	\$3.00	\$540.00	\$6.00	\$1,080.00

**CITY OF COLLEGE PLACE
SEWER COLLECTION SYSTEM REHABILITATION
WALLA WALLA, COUNTY, WASHINGTON**

NOTICE OF INTENT TO AWARD

The **City of College Place** announces its intent to award the contract for the **Sewer Collection System Rehabilitation** project to Insituform (Contractor) for the amount of One Million Five Hundred Five Thousand Six Hundred Forty-Six Dollars and Twenty-One Cents (\$1,505,646.21).

This Notice of Intent to Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the **City of College Place** and the apparent successful bidder. The bidder shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the **City of College Place** is executed. If the apparent successful bidder fails to negotiate and execute a contract with the **City of College Place**, the **City of College Place** may revoke the award and award the contract to the next lowest bidder or withdraw the Sealed Bid. The **City of College Place** further reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

This Notice of Intent to Award starts the two (2) full business day period in which an unsuccessful bidder may file a written protest pursuant to RCW 39.04.105.

Thank you for participating in the competitive selection process.

Owner: **City of College Place**



Robert McAndrews, Public Works Director

5/16/2024

Date



THE
LANGDON
GROUP



GATEWAY
MAPPING
INC.

J-U-B FAMILY OF COMPANIES

May 15, 2024

Robert McAndrews
Public Works Director
City of College Place
625 S. College Ave.
College Place, WA 99324

RE: **CITY OF COLLEGE PLACE – SEWER COLLECTION SYSTEM REHABILITATION PROJECT –
RECOMMENDATION OF AWARD**

Dear Robert,

On May 14, 2024 _____ 1 _____ (*quantity*) eligible price proposal(s) (*was/were*) received and opened on the above referenced project. The Bid Tabulation is attached, and the results of the proposals are as follows:

	Engineer's Estimate	<i>Insituform</i>
Base Bid*	\$1,920,238.40	\$1,505,646.21

* Totals includes 8.8% sales tax.

** Summary to be completed following bid opening on May 14, 2024.

Based on the results of the eligible price proposal received, it is our recommendation that the City of College Place award all Base Bids for the above-mentioned project to Insituform (*Contractor*) in the amount of One Million Five Hundred Five Thousand Six Hundred Forty-Six Dollars and Twenty-One Cents (\$1,505,646.21). This recommendation is conditional upon the City having sufficient funding for the project.

Sincerely,



Tyler French, P.E.
Project Engineer
J-U-B ENGINEERS, Inc.

Enc: Bid Tabulation
Notice of Intent to Award
CC: Alex Fazzari, J-U-B ENGINEERS, Inc.
Cliff Woods, J-U-B ENGINEERS, Inc.



Solicitation Number: 092920

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Dover Fueling Solutions Inc., 3814 Jarrett Way, Austin, TX 78728 (Vendor).

Sourcewell is a State of Minnesota local government agency and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada.

Vendor desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

- A. **EFFECTIVE DATE.** This Contract is effective upon the date of the final signature below.
- B. **EXPIRATION DATE AND EXTENSION.** This Contract expires December 7, 2024, unless it is cancelled sooner pursuant to Article 24. This Contract may be extended up to one additional one-year period upon request of Sourcewell and with written agreement by Vendor.
- C. **SURVIVAL OF TERMS.** Articles 11 through 16 survive the expiration or cancellation of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

- A. **EQUIPMENT, PRODUCTS, OR SERVICES.** Vendor will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above. Vendor's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new/current model. Vendor may offer close-out or refurbished Equipment or Products if they are clearly indicated in

Vendor's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. **WARRANTY.** Vendor warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Vendor warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Vendor's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that is effective past the expiration of the Vendor's warranty will be passed on to the Participating Entity.

C. **DEALERS, DISTRIBUTORS, AND/OR RESELLERS.** Upon Contract execution, Vendor will make available to Sourcewell a means to validate or authenticate Vendor's authorized dealers, distributors, and/or resellers relative to the Equipment, Products, and Services related to this Contract. This list may be updated from time-to-time and is incorporated into this Contract by reference. It is the Vendor's responsibility to ensure Sourcewell receives the most current version of this list.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced as stated in Vendor's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. **SHIPPING AND SHIPPING COSTS.** All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Vendor must permit the Equipment and Products to be returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery.

Vendor must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcwell may declare the Vendor in breach of this Contract if the Vendor intentionally delivers substandard or inferior Equipment or Products. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Vendor as soon as possible and the Vendor will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

B. SALES TAX. Each Participating Entity is responsible for supplying the Vendor with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Vendor may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Vendor determines it will offer Hot List Pricing, it must be submitted electronically to Sourcwell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcwell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Vendor may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcwell Price and Product Change Request Form to the assigned Sourcwell Contract Administrator. This form is available from the assigned Sourcwell Contract Administrator. At a minimum, the request must:

- Identify the applicable Sourcwell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;
- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Request Form will become an amendment to this Contract and be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Vendor understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Vendor is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential members to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Vendor's employees may be required to perform work at government-owned facilities, including schools. Vendor's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Vendor that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Vendor. Typically, a Participating Entity will issue an order directly to Vendor. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell contract number. All Participating Entity orders under this Contract must be issued prior to expiration of this Contract; however, Vendor performance, Participating Entity payment, and any applicable warranty periods or other Vendor or Participating Entity obligations may extend beyond the term of this Contract.

Vendor's acceptable forms of payment are included in Attachment A. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. **ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM.** Additional terms and conditions to a purchase order may be negotiated between a Participating Entity and Vendor, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be worked out directly between the Participating Entity and the Vendor. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. **PERFORMANCE BOND.** If requested by a Participating Entity, Vendor will provide a performance bond that meets the requirements set forth in the Participating Entity's order.

D. **SPECIALIZED SERVICE REQUIREMENTS.** In the event that the Participating Entity requires service or specialized performance requirements (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements) not addressed in this Contract, the Participating Entity and the Vendor may enter into a separate, standalone agreement, apart from this Contract. Sourcwell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

E. **TERMINATION OF ORDERS.** Participating Entities may terminate an order, in whole or in part, immediately upon notice to Vendor in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the goods to be purchased;
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements; or
3. Vendor commits any material breach of this Contract or the additional terms agreed to between the Vendor and a Participating Entity.

F. **GOVERNING LAW AND VENUE.** The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. **PRIMARY ACCOUNT REPRESENTATIVE.** Vendor will assign an Account Representative to Sourcwell for this Contract and must provide prompt notice to Sourcwell if that person is changed. The Account Representative will be responsible for:

- Maintenance and management of this Contract;
- Timely response to all Sourcwell and Participating Entity inquiries; and
- Business reviews to Sourcwell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Vendor must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Vendor must provide a contract sales activity report (Report) to the Sourcewell Contract Administrator assigned to this Contract. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Vendor must submit a report indicating no sales were made).

The Report must contain the following fields:

- Customer Name (e.g., City of Staples Highway Department);
- Customer Physical Street Address;
- Customer City;
- Customer State/Province;
- Customer Zip Code;
- Customer Contact Name;
- Customer Contact Email Address;
- Customer Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Vendor.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Vendor will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Vendor may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Vendor will submit a check payable to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased by Participating Entities under this Contract during each calendar quarter. Payments should note the Sourcewell-assigned contract number in the memo and must be mailed to the address above "Attn: Accounts Receivable." Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Vendor agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Vendor is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Vendor in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Vendor's Authorized Representative is the person named in the Vendor's Proposal. If Vendor's Authorized Representative changes at any time during this Contract, Vendor must promptly notify Sourcewell in writing.

10. ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. **ASSIGNMENT.** Neither the Vendor nor Sourcewell may assign or transfer any rights or obligations under this Contract without the prior consent of the parties and a fully executed assignment agreement. Such consent will not be unreasonably withheld.

B. **AMENDMENTS.** Any amendment to this Contract must be in writing and will not be effective until it has been fully executed by the parties.

C. **WAIVER.** If either party fails to enforce any provision of this Contract, that failure does not waive the provision or the right to enforce it.

D. **CONTRACT COMPLETE.** This Contract contains all negotiations and agreements between Sourcewell and Vendor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

E. **RELATIONSHIP OF THE PARTIES.** The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. LIABILITY

Vendor must indemnify, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees, arising out of the performance of this Contract by the Vendor or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused

by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications.

12. AUDITS

Sourcwell reserves the right to review the books, records, documents, and accounting procedures and practices of the Vendor relevant to this Contract for a minimum of 6 years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

13. GOVERNMENT DATA PRACTICES

Vendor and Sourcwell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcwell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Vendor under this Contract.

If the Vendor receives a request to release the data referred to in this article, the Vendor must immediately notify Sourcwell and Sourcwell will assist with how the Vendor should respond to the request.

14. INDEMNIFICATION

As applicable, Vendor agrees to indemnify and hold harmless Sourcwell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcwell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcwell or its Participating Entities supplied by Vendor in violation of applicable patent or copyright laws.

15. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
 - a. Sourcwell grants to Vendor a royalty-free, worldwide, non-exclusive right and license to use the Trademark(s) provided to Vendor by Sourcwell in advertising and promotional materials for the purpose of marketing Sourcwell's relationship with Vendor.
 - b. Vendor grants to Sourcwell a royalty-free, worldwide, non-exclusive right and license to use Vendor's Trademarks in advertising and promotional materials for the purpose of marketing Vendor's relationship with Sourcwell.
2. *Limited Right of Sublicense.* The right and license granted herein includes a limited right of each party to grant sublicenses to its and their respective distributors, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and

promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. Use; Quality Control.

- a. Sourcewell must not alter Vendor's Trademarks from the form provided by Vendor and must comply with Vendor's removal requests as to specific uses of its trademarks or logos.
- b. Vendor must not alter Sourcewell's Trademarks from the form provided by Sourcewell and must comply with Sourcewell's removal requests as to specific uses of its trademarks or logos.
- c. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's Trademarks only in good faith and in a dignified manner consistent with such party's use of the Trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. Termination. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of vendors which may be used until the next printing). Vendor must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. **PUBLICITY.** Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Vendor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. **MARKETING.** Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Materials should be sent to the Sourcewell Contract Administrator assigned to this Contract.

D. **ENDORSEMENT.** The Vendor must not claim that Sourcewell endorses its Equipment, Products, or Services.

16. GOVERNING LAW, JURISDICTION, AND VENUE

Minnesota law governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state court in Todd County or federal court in Fergus Falls, Minnesota.

17. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

18. SEVERABILITY

If any provision of this Contract is found to be illegal, unenforceable, or void then both Sourcewell and Vendor will be relieved of all obligations arising under such provisions. If the remainder of this Contract is capable of performance, it will not be affected by such declaration or finding and must be fully performed.

19. PERFORMANCE, DEFAULT, AND REMEDIES

A. **PERFORMANCE.** During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Vendor will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Vendor may escalate the resolution of the issue to a higher level of management. The Vendor will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending.* Notwithstanding the existence of a dispute, the Vendor must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Vendor fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed will be borne by the Vendor.

B. **DEFAULT AND REMEDIES.** Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

Written notice of default and a reasonable opportunity to cure must be issued by the party claiming default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

20. INSURANCE

A. REQUIREMENTS. At its own expense, Vendor must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*

Workers' Compensation: As required by any applicable law or regulation.

Employer's Liability Insurance: must be provided in amounts not less than listed below:

Minimum limits:

\$500,000 each accident for bodily injury by accident

\$500,000 policy limit for bodily injury by disease

\$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Vendor will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.

Minimum Limits:

\$1,000,000 each occurrence Bodily Injury and Property Damage

\$1,000,000 Personal and Advertising Injury

\$2,000,000 aggregate for Products-Completed operations

\$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Vendor will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:

\$1,000,000 each accident, combined single limit

4. *Umbrella Insurance.* During the term of this Contract, Vendor will maintain umbrella coverage over Workers' Compensation, Commercial General Liability, and Commercial Automobile.

Minimum Limits:

\$2,000,000

5. *Professional/Technical, Errors and Omissions, and/or Miscellaneous Professional Liability.* During the term of this Contract, Vendor will maintain coverage for all claims the Vendor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Vendor's professional services required under this Contract.

Minimum Limits:

\$2,000,000 per claim or event

\$2,000,000 – annual aggregate

6. *Network Security and Privacy Liability Insurance.* During the term of this Contract, Vendor will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Vendor's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:

\$2,000,000 per occurrence

\$2,000,000 annual aggregate

Failure of Vendor to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Vendor must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Contract Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. All policies must include there will be no cancellation, suspension, non-renewal, or reduction of coverage without 30 days' prior written notice to the Vendor.

Upon request, Vendor must provide to Sourcewell copies of applicable policies and endorsements, within 10 days of a request. Failure to request certificates of insurance by Sourcewell, or failure of Vendor to provide certificates of insurance, in no way limits or relieves Vendor of its duties and responsibilities in this Contract.

C. **ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE.** Vendor agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Vendor's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Vendor, and products and completed operations of Vendor. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. **WAIVER OF SUBROGATION.** Vendor waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Vendor or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Vendor or its subcontractors. Where permitted by law, Vendor must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. **UMBRELLA/EXCESS LIABILITY.** The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies).

F. **SELF-INSURED RETENTIONS.** Any self-insured retention in excess of \$10,000 is subject to Sourcewell's approval.

21. COMPLIANCE

A. **LAWS AND REGULATIONS.** All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. **LICENSES.** Vendor must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Vendor conducts with Sourcewell and Participating Entities.

22. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Vendor certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Vendor declares bankruptcy, Vendor must immediately notify Sourcewell in writing.

Vendor certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs

operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Vendor further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time.

23. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may also require additional requirements based on specific funding specifications. Within this Article, all references to “federal” should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Vendor’s Equipment, Products, or Services with United States federal funds.

A. **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.

B. **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work

Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Vendor must be in compliance with all applicable Davis-Bacon Act provisions.

C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Vendor certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Vendor must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Vendor certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), "Debarment and Suspension." SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Vendors must file any required certifications. Vendors must not have used federal appropriated funds 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 connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Vendors must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Vendors must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Vendor must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Vendor further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Vendor must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Vendor must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Vendor agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Vendor that are directly pertinent to Vendor's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right

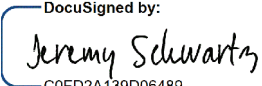
also includes timely and reasonable access to Vendor's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

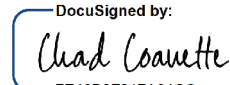
24. CANCELLATION

Sourcewell or Vendor may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Vendor's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

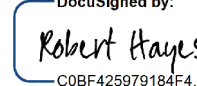
Sourcewell

DocuSigned by:

By: C0FD2A139D06489...
Jeremy Schwartz
Title: Director of Operations &
Procurement/CPO
Date: 12/2/2020 | 3:20 PM CST

Approved:

DocuSigned by:

By: 7E42B8F817A64CC...
Chad Coauette
Title: Executive Director/CEO
Date: 12/8/2020 | 1:54 PM CST

Dover Fueling Solutions Inc.

DocuSigned by:

By: C0BF425979184F4...
Robert Hayes
Title: Domestic Sales Manager
Date: 12/8/2020 | 1:36 PM CST

RFP 092920 - Aboveground Fuel and Fluid Storage with Related Hardware, Software and Services

Vendor Details

Company Name: OPW Fuel Management Systems
Address: 6900 Santa Fe Drive
Hodgkins, IL 60525
Contact: Bobby Hayes
Email: Robert.Hayes@OPWGlobal.Com
Phone: 770-605-9611
HST#:

Submission Details

Created On: Monday August 17, 2020 06:37:22
Submitted On: Tuesday September 29, 2020 14:58:38
Submitted By: Bobby Hayes
Email: Robert.Hayes@OPWGlobal.Com
Transaction #: 84752865-0336-40bd-b01a-c9e61e8f2a41
Submitter's IP Address: 76.109.17.211

Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Please do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; mark "NA" if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (and applicable d/b/a, if any):	Dover Fueling Solutions Inc. Bid includes Products from OPW Fuel Management Systems, Wayne Fueling Systems, OPW Retail Fueling and Clearview	*
2	Proposer Address:	3814 Jarrett Way Austin, TX 78728	*
3	Proposer website address:	www.doverfuelingsolutions.com www.wayne.com www.opwfms.com www.opwglobal.com	*
4	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Robert Hayes Domestic Sales Manager Robert.Hayes@DoverFS.Com 770-605-9611	*
5	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Robert Hayes Domestic Sales Manager 6900 Santa Fe Drive Hodgins, IL 60525 770-605-9611	*
6	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	John Nesbit Director - Solutions Sales 3814 Jarrett Way Austin, TX 78728 513-545-8528	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
7	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	Dover Fueling Solutions (DFS) part of Dover Corporation is comprised of the product brands including Wayne Fueling Systems, OPW Fuel Management Systems, Clearview and joining our bid is our Dover Sister company, OPW Retail Fueling. Our combined solutions deliver advanced fuel dispensing equipment, fuel management systems, automatic tank gauging, dispensing hardware, piping and containment solutions to protect the environment and wetstock management solutions to customers worldwide.	*
8	What are your company's expectations in the event of an award?	We would begin by announcing the award of a Sourcewell contract to our existing and potential government customers. Our network of over 500 Distributors would also be notified of the award to assist in the promotion of our solutions. Our expectations are to provide government customers a more streamlined and cost-effective mechanism to purchase our solutions. We expect this will lead to increased sales and market share in this sector.	*

9	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Dover Corporation SEC Filings Are Attached for review..	*
10	What is your US market share for the solutions that you are proposing?	For OPW FMS Products it is 20 Percent. For Wayne Dispenser Products it is 53 Percent. For OPW Retail Fueling it is 60 Percent for Above Ground Products and 40 Percent for Below Ground Products.	*
11	What is your Canadian market share for the solutions that you are proposing?	For OPW FMS Products it is 30 Percent. For Wayne Products it is 50 Percent. For OPW Retail Fueling it is 50 Percent for Above Ground Products and Below Ground Products. For Clearview it is less than 5 Percent.	*
12	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	No	*
13	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	DFS is best described as a manufacturer. We have a sales force that actively solicits business on our behalf. We sell to a network of over 500 Distributors in the United States and Canada who resell, install and service our products. These companies and their employees are not employed by DFS.	*
14	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	OPW FMS is an ISO 9001 certified manufacturer. Many of our products are certified to Underwriters Laboratory (UL) and UL Canada standards, Electrical Testing Labs (ETL) standards, Payment Card Industry (PCI) requirements, National Work Group and International Electrotechnical Commission. OPW Retail Fueling certifications include ISO9000, UL and UL Canada and ATEX. Wayne certifications include ISO 9001, UL and UL Canada, Met Labs, National Conference on Weights and Measures/NTEP, Measurement Canada and the Federal Communications Commission	*
15	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	There has been no suspension or debarment applied to our organization/companies	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
16	Describe any relevant industry awards or recognition that your company has received in the past five years	OPW Retail Fueling was awarded the Carolina Star Award	*
17	What percentage of your sales are to the governmental sector in the past three years	For OPW FMS 25 Percent of sales are to the government sector. For Wayne Fueling Systems 10 Percent of sales are to government accounts. For OPW Retail Fueling 10 Percent of sales are to government accounts. For Clearview sales to government accounts are less than 5 Percent.	*
18	What percentage of your sales are to the education sector in the past three years	For OPW FMS, Wayne and OPW Retail Fueling 10 Percent of our sales are to the education sector. Clearview sales to government accounts are less than 5 Percent.	*
19	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	Our organization does not hold any of these contracts	*
20	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Our organization does not hold any of these contracts or arrangements	*

Table 4: References/Testimonials

Line Item 21. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Fort Worth	Randy Rendon	817-392-5112	*
College of William & Mary	Tina Sinclair	757-221-1216	*
Dakota County Minnesota	Kevin Schlangen	952-891-7911	*

Table 5: Top Five Government or Education Customers

Line Item 22. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
City of Fort Worth	Government	Texas - TX	Petrovend Fuel Management and Automatic Tank Gauging Hardware and Software Solutions For City's Approximately 35 Fueling Sites	1000 Plus Fueling Transactions Per Day	\$200,000	*
State of Utah	Government	Utah - UT	Petrovend Fuel Management with Interface to WEX Network for State of Utah with 120 Sites	1500 Plus Fueling Transactions Per Day	\$150,000	*
Massachussets Department of Transportation	Government	Massachussets - MA	Petrovend Fuel Management for Massachussets DOT's 40 sites	1000 Plus Fueling Transactions Per Day	\$100,000	*
Dakota County Minnesota	Government	Minnesota - MN	Petrovend Fuel Management for Seven Sites and Automatic Tank Gauging for 11 Sites	300 Transactions Per Day and 24 Hour Monitoring of Tanks at 11 Sites	\$135,000	*
City of Cleveland Metroparks	Government	Ohio - OH	Petrovend Fuel Management Systems for 21 Sites	500 Transactions Per Day	\$140,000	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
23	Sales force.	OPW FMS, Wayne Fueling Systems, OPW Retail Fueling and Clearview have 100 Percent sales coverage for the United States and Canada. Our factory sales teams are additionally supported by sales teams that are employed by our Distributor partners. OPW FMS has a sales team that consists of eight direct employees who serve as District Sales Managers who are responsible for sales activities in a multi-state/province region. In addition, OPW FMS has one Manufacturer's Representative company managing sales in one state (Florida). Wayne has a sales team of twelve Regional Sales Managers who are direct employees and are responsible for sales activities in a multi-state/province territory. In addition, Wayne has two manufacturer's representatives providing additional sales coverage for their fleet dispensers and products. OPW Retail Fueling has twelve District Sales Managers who are direct employees covering the U.S. and Canada and are responsible for sales activities in a multi-state/province territory. Additionally, there is one manufacturer's representative group managing sales activities in one state (Florida). Clearview has a team of four Territory Managers covering multi-state/province regions in the U.S. and Canada and are responsible for sales activities in those regions.
24	Dealer network or other distribution methods.	OPW FMS, Wayne and OPW Retail Fueling have a complete network of Distributors who sell, install and service our products for the entirety of the United States and Canada. OPW FMS and OPW Retail Fueling key Distributor partners with multi-state operations include Mascott Equipment (Northwest U.S., Alaska and Hawaii), Shields Harper (California), Northwest Pump (Northwest U.S, Alaska and Hawaii), Eaton Sales and Service (Rocky Mountain Region), JF Petroleum Group (East Coast, Midwest, Texas), Adams Tank & Lift (Florida), Spatco (Southeastern U.S.) Oscar W Larson (Midwest), Wildco PES (New England and Mid-Atlantic), Minnesota Petroleum, Seneca Corporation (Rocky Mountain Region and Midwest), PD McLaren (Canada), Keller Equipment (Western Canada), Ingersoll Petroleum (Canada). Wayne and Clearview's Distribution Network also includes Distributors with multi-state operations including Mascott Equipment (Northwest U.S., Alaska and Hawaii), Shields Harper (California), Eaton Sales and Services (Rocky Mountain Region), Petroleum Marketers Equipment (California, Nevada, Arizona), Spatco (Southeastern U.S), Adams Tank & Lift (Florida), Oscar W Larson (Midwest), Petro Supply (Mid-Atlantic Region), Minnesota Petroleum, Acterra Group (Rocky Mountain Region), Wildco PES (New England and Mid-Atlantic states), Keller Equipment (Western Canada), PD McLaren (Canada), Ingersoll Petroleum (Canada).
25	Service force.	Our companies mainly rely on a network of certified Distributors and Service Companies to provide installation and service for our products. OPW FMS, Wayne OPW Retail and Clearview all have a fully-staffed Technical Support Department/Help Desk that can be reached via phone or email that provide support to Distributors and End-Users. OPW FMS, Wayne and Clearview also have remote personnel providing support to our Distributors and Service companies. OPW FMS has one remote support person, Wayne has nine regional service managers and OPW Retail Fueling has two people. Additional factory personnel are also available to provide field support as required.
26	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	Our companies all maintain Technical Support/Help Desk support that is available for our Distributors and End-Users. This support is generally utilized for troubleshooting hardware issues with certified Technicians and software issues with end-users. This support is available via phone or email. Our Distributors response times can vary; but as a general rule sites that are down are serviced within 24 hours. Our companies encourage Distributors to maintain adequate spare parts to immediately service sites that are down. OPW FMS and OPW Retail Fueling offer Quick Ship options with Next Day Air Shipments in support of our Distributor commitment to provide excellent customer service in the event sites are down.

27	Identify your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	Our companies are able to provide products and services with the support of our Distributor partners in all 50 U.S. states.	*
28	Identify your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	Our companies are able to provide products and services with the support of our Distributor partners in all Canadian provinces	*
29	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Our companies are able to provide coverage in all of the United States and Canada	*
30	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Our companies will be able to serve all participating Sourcewell entity sectors	*
31	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	There are no requirements or restrictions	*

Table 7: Marketing Plan

Line Item	Question	Response *	
32	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	Our organizations will proactively market a Sourcewell award. The award would be promoted at National, Regional and Local Trade Shows where our companies exhibit. We would also promote the award in meetings with Distributors and potential customers in the government, education and non-profit sectors. In addition, the award would have prominent placement in online and print publications where we advertise that are read by government agencies. The award would also be announced and have placement on company websites and social media platforms including Facebook, LinkedIn, Instagram and Twitter..	*
33	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	All of the Dover companies utilize social media platforms including Facebook, Twitter, Instagram and LinkedIn to market our products and services. If awarded a Sourcewell contract, we would utilize those platforms to promote the contract along with our products and services to the government, education and non-profit membership..	*
34	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	While we would appreciate any promotion of a Sourcewell contract award; we believe it is incumbent on our sales and marketing organizations to promote the contract award. Our organizations will integrate promotion of a Sourcewell award into our day-to-day sales activities. It would be promoted at National, Regional and Local Trade Shows where our companies exhibit. We would also promote the award in meetings with Distributors and potential customers in the government, education and non-profit sectors. The award would also have prominent placement in online and print publications where we advertise that cater to government agencies. The award would also be announced and have placement on company websites and social media platforms	*
35	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Currently, our products are not available for purchase through an e-procurement process but are considering future integration of e-procurement systems	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
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36	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Training for OPW FMS, Wayne and Clearview software products is generally provided by the company's training personnel; in some cases this may be provided by certified Distributor trainers. This is included in the cost associated with projects and is normally required.	*
37	Describe any technological advances that your proposed products or services offer.	OPW FMS has introduced our new Cloud-Based software solution for Petrovend Fuel Control Systems in addition to existing PC and Server Based solutions. OPW FMS has also introduced the Automatic Vehicle Identification system which simplifies vehicle installation using wireless technology decreasing installation costs. FMS has also launched an EMV certified solution for accepting Chip Enabled Credit and Fleet Cards. Wayne offers a Fuel Management system that is integrated into the Select Fuel Dispenser; which can eliminate the need for an Fuel Island Terminal and lower installation costs. OPW Retail Fueling has introduced the 14 Series of dripless nozzles which create a cleaner and "greener" fueling experience.	*
38	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	As part of Dover Corporation our companies are part of Dover's commitment to protecting our environment and sustainability. As it relates to our product, Dover is committed to innovation for sustainable products. In our operations we are committed to reducing energy consumption and emissions, limiting waste and environmental compliance. Dover companies are also committed to partnering with environmentally responsible companies as suppliers. In early 2020 Dover began implementing a three year plan to expand our Environmental, Social and Governance disclosure, metrics, goals and governance oversight. Dover has already met 2020 goals for greenhouse gas reduction and energy consumption reduction. Dover plans to publish indices using the Sustainable Accounting Standards Board (SASB) reporting framework and key Global Reporting Initiative (GRI) indicators. Dover is committed to focusing on and making progress against ESG metrics and targets that are material to our business.	*
39	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	OPW FMS certifications for our products include ISO 9001, Underwriters Laboratory (UL), UL Canada, Electronic Testing Labs (ETL), ETL Canada, National Weights and Measures, Payment Application Data Security Standard/PCI, National Work Group on Leak Detection Systems, Wayne certifications include UL US and Canada, Metlabs for DEF Dispensers, Measurement Canada, Federal Communications Commission. OPW Retail Fueling certifications include ISO 9000, UL US and Canada and California Air Resources Board	*
40	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	N/A	*

41	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	OPW FMS, Wayne Fueling Systems, OPW Retail Fueling and Clearview have been in the petroleum equipment and services business for over 300 years combined. This history of developing innovative solutions puts our companies in a unique position to work with Sourcewell members. No matter the size of the Sourcewell member, our companies have solutions. For example, OPW FMS offers software solutions for PC-Based, Server-Based and Cloud applications since one size does not fit all. OPW FMS also offers the widest array of Fuel Control solutions from the entry-level PV100 to an EMV compliant system. OPW Retail Fueling also offers a wide selection of products designed to meet EPA or individual state requirements. There are also products designed specifically for the climate they will be installed in, a good example is OPW's cold weather nozzle options sold predominantly in Canada. Wayne offers a complete line of dispensers for fleet and commercial applications; with both mechanical and electronic options. Wayne's integrated iX Fleet system combines a dispenser and fuel management system.	*
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Table 9: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
42	Do your warranties cover all products, parts, and labor?	OPW FMS system purchases include a One Year Parts and Labor Warranty from date of purchase, not to exceed 15 months. Extended warranties are also available for these systems. Wayne products warranty is One Year Parts and Labor from date of installation; not to exceed 18 months from date of factory invoice. OPW Retail Fueling Products standard warranty for products is one year with the exception of Flexworks piping products which carry a ten year warranty. There is no labor warranty on OPW Retail Fueling Products.	*
43	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Yes; our warranties require installation by certified companies and technicians. There are additional limitations including damage caused by acts of God, natural disasters, abuse/neglect, improper installation, etc.	*
44	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	OPW FMS system and Wayne Dispenser purchases cover technicians travels time and mileage for warranty repairs.. OPW Retail Fueling purchases do not offer travel and mileage coverage. Clearview is a cloud-based software that does not require technicians to travel to sites.	*
45	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	OPW FMS, Wayne and OPW Retail Fueling have complete coverage in the United States and Canada. Sourcewell entities will be provided a list of warranty providers for all of our products.	*
46	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Our companies do not cover warranty service for items made by other manufacturers; these would be passed to the original equipment manufacturer.	*
47	What are your proposed exchange and return programs and policies?	OPW FMS offers upgrade programs for our hardware and software solutions.	*
48	Describe any service contract options for the items included in your proposal.	OPW FMS does offer extended warranty options for system purchases. There are no service contract options available from the Dover companies.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
49	What are your payment terms (e.g., net 10, net 30)?	Payment Terms for OPW FMS, Wayne and OPW Retail are Net 30. Since we sell through Distribution; their payment terms to Sourcewell entities may vary.	*
50	Do you provide leasing or financing options, especially those options that schools and governmental entities may need to use in order to make certain acquisitions?	Since our sales are through Distribution these options would be handled by them. Most Distributors have financing or leasing options through companies including Tandem Finance and Ascentium Capital.	*
51	Briefly describe your proposed order process. Include enough detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template. For example, indicate whether your dealer network is included in your response and whether each dealer (or some other entity) will process the Sourcewell participating entities' purchase orders.	Orders obtained off the Sourcewell contract for OPW FMS, Wayne and OPW Retail would be assigned a special code Distribution would use when placing Purchase Orders. This allows our companies to track sales and report to Sourcewell on a quarterly basis, Clearview orders would likely be placed directly by the Sourcewell member and also tracked via a special code for reporting purposes.	*
52	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Our companies do not accept this card for payment; but since our sales are primarily through Distribution some may accept the P-Card	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcwell Price and Product Change Request Form.

Line Item	Question	Response *	
53	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Our companies utilize a List Pricing model. Discounts may vary across product categories..	*
54	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Pricing for OPW FMS, Wayne and OPW Retail is a discount off List Price of 10 Percent for Sourcwell members purchasing products in the United States. Pricing for OPW FMS, Wayne and OPW Retail is a discount off List Price of 10 Percent for members purchasing products in Canada. Clearview pricing would be non-standard and need to be priced per opportunity.	*
55	Describe any quantity or volume discounts or rebate programs that you offer.	OPW FMS will offer a 12 Percent Discount Off List Price on orders of 10 Systems or more. All of our companies would like the ability to increase our discounts on a per case basis for large opportunities.	*
56	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "nonstandard options". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	This pricing would need to be quoted per request.	*
57	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Product installation is not included in our RFP response. Installation is quoted by our Distributor partners on a site-by-site basis. Freight will also be added to most Distributor invoices.	*
58	If freight, delivery, or shipping is an additional cost to the Sourcwell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight will be added in most sales by our Distributor partners since we do not sell direct and add freight to Distributor invoices. OPW Retail Fueling does prepay freight for orders exceeding \$7500.00.	*
59	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Standard shipping policies apply for OPW FMS and OPW Retail; most are made via an LTL carrier or UPS depending on size, weight, etc. Customer Service Departments work with freight forwarders for Canadian shipments and conform with all documentation requirements. For shipments to Alaska or Hawaii, Wayne ships dispensers to a port closest to destination in the lower 48 states.	*
60	Describe any unique distribution and/or delivery methods or options offered in your proposal.	Our companies make the effort to minimize freight charges for our Distributors and End-Users by combining shipments and utilizing our buying power as part of Dover Corporation to minimize freight charges.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
61	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	Our proposal will include discounted pricing as part of our Sourcewell bid. OPW FMS Systems, Wayne Fleet Fueling Products and OPW Retail Fueling Products will all be offered at 10 Percent off list price. will be offered at 10 Percent off list price. We would like to have the opportunity to offer larger discounts for big projects.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *
62	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell.	All Sourcewell orders for OPW FMS, Wayne and OPW Retail will be placed by our Distributor partners who then sell to Sourcewell members. Sourcewell orders will be audited internally to ensure Distribution receives the correct pricing and we will also contact membership to ensure they were invoiced at the contracted pricing. All Sourcewell orders will receive a "Coupon Code" for internal tracking, ensuring accurate tracking of sales and administrative fee to be paid to Sourcewell.
63	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	The proposed fee is two percent of sales under the Sourcewell contract.

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *
64	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	As part of Dover Fueling Solutions proposal we are offering products from OPW Fuel Management Systems, Wayne Fueling Systems, Clearview and OPW Retail Fueling. OPW FMS products include the Petrovend line of Fuel Control hardware and software and the OPW suite of Automatic Tank Gauging solutions. Wayne Fueling offers a complete line of fleet/commercial fueling dispensers and the integrated iX Fleet Fuel Management System. Clearview provides industry leading wetstock management cloud solution that includes modules for environmental compliance, alarm management, flow rate analysis, reconciliation and other additional features. OPW Retail Fueling offers a complete line of above ground and below ground fuel site products. Above Ground products include Nozzles, Swivels, Breakaways and storage tank hardware. Below Ground solutions include piping, sumps and containment to protect against fuel products contaminating the environment.
65	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	Fleet and Related Fuel Management Systems Underground Fuel and Fuel Storage

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments
66	Aboveground fuel and fluid storage tanks	☒ Yes ☐ No	Our bid includes offerings for OPW AST Hardware, OPW FMS's Petrovend Fuel Control Systems Electronic Tank Gauging and Clearview Wetstock Management Software
67	Fuel and fluid hardware	☒ Yes ☐ No	OPW FMS offers the line of Petrovend Fuel Control equipment and Automatic Tank Gauging Products. Wayne offers commercial fleet dispensers and iX Fleet Integrated Fuel Management. OPW Retail offers a full line of dispensing equipment including nozzles, swivels and breakaways. A full-line of underground containment products are offered including piping and sumps.
68	Fuel and fluid management software	☒ Yes ☐ No	Our offerings include Petrovend Fuel Management Systems, Wayne iX Fleet Dispensers and Clearview Wetstock management. Within these offerings there are PC-Based, Server Based and Cloud Based Solutions
69	Installation, testing, maintenance or repair services	☒ Yes ☐ No	Most of these functions are handled by our Distributor and Service Network. To support this network each company has Technical Support/Help Desk available to assist Distributors or End-Users.

Table 15: Industry Specific Questions

Line Item	Question	Response *	
70	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	Utilizing coupon codes and other internal metrics our companies will track sales to Sourcewell members to measure contract sales and growth in the government, education and non-profit sectors.	*
71	Describe the security systems in place for protecting and controlling access to your solutions.	OPW FMS and Wayne solutions for fuel management systems and dispensers includes locks to prevent unauthorized access to key hardware and communications components. OPW FMS, Wayne and Clearview software products require unique user names and passwords to access software products..	*
72	Describe how you will secure any participating entities' data captured during transactions.	OPW FMS and Wayne systems mainly utilize PC and Server-Based software solutions installed on customer's PCs or Servers . Our companies do not capture data during a fueling transaction; this is maintained at the site level. If a customer chooses an OPW FMS solution that communicates with a Bank Card or Fleet Card network; our FSC 3000 is PCI certified and we also offer an EMV Solution for further protection of cardholder data.	*
73	Describe how your solutions can improve efficiency of fuel and fluid storage and dispensing.	OPW FMS Automatic Tank Gauges provide environmental compliance for USTs and inventory solutions for ASTs and USTs. These solutions also offer configurable temperature compensation to more accurately reflect inventory and delivery information. The OPW FMS Automatic Vehicle Identification system uses RFID/Wireless technology to allow fueling without a driver interacting with a Fuel Island Terminal and can capture vehicle mileage and engine hours automatically. OPW Retail Fueling offers a wide range of hanging hardware options; including hi-flow products to shorten fueling times for vehicles and equipment.	*
74	Describe how you work with participating entities to ensure environmental best practices are followed.	As it relates to environmental practices all of our companies work to create hardware and software solutions that protect the environment. OPW FMS offers a line of Automatic Tank Gauging products that can detect leaks in tanks, fuel piping and under dispensers thus preventing major environmental releases. OPW Retail Fueling manufactures above ground and below ground products that stop environmental releases including utilizing double-wall piping and containment solutions.	*
75	Describe how your organization meets all relevant environmental regulations.	As part of Dover Corporation our companies are part of Dover's commitment to protecting our environment and sustainability. As it relates to our products and process, Dover is committed to innovation for sustainable products. In our operations we are committed to reducing energy consumption and emissions, limiting waste and complete environmental compliance. Dover companies are also committed to partnering with environmentally responsible companies as suppliers. In early 2020 Dover began implementing a three year plan to expand our Environmental, Social and Governance disclosure, metrics, goals and governance oversight. Dover has already met 2020 goals for greenhouse gas reduction and energy consumption reduction. Dover plans to publish indices using the Sustainable Accounting Standards Board (SASB) reporting framework and key Global Reporting Initiative (GRI) indicators. Dover is committed to focusing on and making progress against ESG metrics and targets that are material to our business. Our companies adhere to all federal, state and local environmental regulations and participate in recycling programs.	*
76	Describe any regulatory infractions or sanctions against your products or completed projects within the past 5 years.	None	*

Table 16: Exceptions to Terms, Conditions, or Specifications Form

Line Item 77. NOTICE: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
 2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
 3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
 4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."
- [Financial Strength and Stability](#) - Dover Corporation - 2019 Financials.pdf - Tuesday September 22, 2020 08:51:50
 - [Marketing Plan/Samples](#) - Sourcewell - Marketing Documents.zip - Tuesday September 29, 2020 10:08:53
 - WMBE/MBE/SBE or Related Certificates (optional)
 - [Warranty Information](#) - Sourcewell- Terms and Conditions - Warranty Information.zip - Tuesday September 29, 2020 13:38:28
 - [Pricing](#) - Sourcewell - OPW FMS - Wayne - OPW Retail Pricing.zip - Tuesday September 29, 2020 10:15:00
 - [Additional Document](#) - OPW Retail Fueling - Star Award.pdf - Tuesday September 29, 2020 13:42:27

Proposer's Affidavit

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.
3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.
5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.
6. If awarded a contract, the Proposer will provide to Sourcwell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.
7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.
8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcwell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcwell Members under an awarded Contract.
9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
10. The Proposer understands that Sourcwell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.
11. Proposer its employees, agents, and subcontractors are not:
 - a. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 - b. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://www.sam.gov/portal/3>; or
 - c. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated

by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Robert Hayes, Domestic Sales Manager - U.S. and Canada, Dover Fueling Solutions

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum**" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_7_Aboveground_Fuel_Storage_RFP092920 Tue September 22 2020 08:27 AM	☒	2
Addendum_6_Aboveground_Fuel_Storage_RFP092920 Tue September 15 2020 08:27 AM	☒	2
Addendum_5_Aboveground_Fuel_Storage_RFP092920 Mon September 14 2020 08:00 AM	☒	1
Addendum_4_Aboveground_Fuel_Storage_RFP092920 Tue September 8 2020 04:11 PM	☒	1
Addendum_3_Aboveground_Fuel_Storage_RFP092920 Tue September 1 2020 02:10 PM	☒	1
Addendum_2_Aboveground_Fuel_Storage_RFP092920 Mon August 31 2020 03:01 PM	☒	1
Addendum_1_Aboveground_Fuel_Storage_RFP092920 Mon August 31 2020 01:44 PM	☒	2

Dover Fueling Solutions #092920-DVR

Pricing for contract #092920-DVR offers Sourcewell participating agencies the following discounts:

- 10% discount off list price for members purchasing OPW FMS, Wayne and OPW Retail in the US and Canada
- Clearview pricing would be non-stands and need to be priced per opportunity
- OPW FMS offers 12% discount off list price on orders of 10 systems or more



TELEPHONE: Shop: 509-394-8654 * Cell: 509-301-4622	FAX: JGoodson@cpwa.us	DATE OF QUOTATION: 04/17/24	QUOTE NUMBER DMCD012324B
CUSTOMER / CONTACT: Jeff Goodson City of College Place, Acct #86257 625 S College Ave College Place, WA 99324		PROJECT / LOCATION: City of College Place Shop 218 SE 4th St. College Place, WA 99324 <i>DX Fleet - Cloud Software</i> <i>Sourcewell Contract #092920-DVR</i>	

TERMS AND CONDITIONS OF SALE

N.W. Pump is not responsible for delays in delivery due to strikes, accidents, priority restrictions or other conditions beyond our control or its failure or delay to order or deliver due to the purchaser's failure to pay N.W.Pump any monies owed on an open job account or job basis. The prices herein do not apply in the event of an underground obstruction, including but not limited to utilities and impenetrable soil, is discovered after this proposal is made. In such event, Buyer is liable for all increased costs. Buyer may cancel by giving written notice, however, Buyer is liable for all costs incurred by N.W. Pump to the date notice is received. Cancellations or returns are subject to a minimum fifteen (15%) percent restocking charge. Payment terms are net cash on delivery, unless N.W. Pump has approved credit terms or otherwise specified within. If litigation is necessary to enforce this agreement, the prevailing party will be entitled to reasonable attorney's fees, court costs, and interest. Products carry only the manufacturer's warranty, if any. NWP makes no representations as to product compliance with government regulations. There are no expressed or implied warranties as to goods or services provided by NWP, including the implied warranty of merchantability or fitness for a particular purpose. Statements by a NWP representative that differ from the foregoing shall have no effect. NWP will not be liable for direct, indirect, special or consequential damages, business interruption or loss of profits damages, sustained by Customer or any party claiming by, through or under Customer.	This offer to furnish equipment on the following terms and conditions expires 10 days from the above date. N.W. Pump, Inc. reserves the right to adjust equipment prices to conform to prices in effect at the time of delivery <u>Equipment prices are subject to all applicable taxes.</u> <u>Return of non-stock and special order items are subject to restock charges or may not be returnable.</u>
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Acceptance of Proposal:

SALES TOTALS

The above price, specifications and conditions are satisfactory and are hereby accepted. You are authorized to supply equipment and/or labor as specified. Payment will be made as outlined above. I understand acceptance of the quotation does not constitute an order until credit has been approved. I understand that Northwest Pump may file a Right to Lien against the equipment/labor.	EQUIPMENT SUBTOTAL: \$ 13,682.60 INCOMING FREIGHT: ESTIMATED SALES TAX: * \$ 1,231.43 *Actual sales tax may vary, the customer needs pay the tax shown on the invoice. TOTAL: \$ 14,914.03 25% Deposit N/A
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1. Price excludes tank offloading, electrical, piping and installation.
2. All Prices are FOB Northwest Pump warehouse except where noted differently.
3. Terms: 25% down. Tanks and dispensers balance due on completion at factory. Net 30 upon approved credit. Balance due on delivery for COD accounts.
4. NW Pump reserves the right to adjust equipment prices to conform to prices in effect at the time of delivery
5. Prices are good for 10 days from date of quotation.
6. Gilbarco / Gasboy Terms: Special terms apply to the Gilbarco/Gasboy Equipment. Prices reflect a 3% cash discount. Payments must be received within 10 days of invoice. Invoices are sent upon completion of the order at the factory. 3% will be added to invoice and may be deducted if paid within 10 days. Credit card payment not applicable with these terms.

BY SIGNING AND ACCEPTING THIS QUOTATION, CUSTOMER ACKNOWLEDGES THAT HE/SHE HAS READ, UNDERSTANDS AND AGREES WITH ALL OF THE TERMS AND CONDITIONS LISTED WITHIN

QUOTED BY:	
SIGNATURE Dan Malm	04/17/24
PRINT NAME Northwest Pump	DATE

ACCEPTED BY:	TITLE:
SIGNATURE Jeff Goodson	DATE
PRINT NAME City of College Place, Acct #86257	

Desired Delivery Date: _____

Northwest Pump and Equipment Co. is an Employee Owned company that has been a Petroleum Equipment Distributor since 1959. We are the West's largest distributor of tanks, piping, pumps, meters, tank monitoring systems, leak monitoring systems and lubrication equipment. We are pleased to offer this quotation for the referenced project. Please contact me if you need additional information.					
COMPANY:		City of College Place, Acct #86257	DATE OF QUOTATION 04/17/24		QUOTE NUMBER DMCD012324B
PROJECT:		218 SE 4th St.			
QTY	Part Number	DESCRIPTION	LIST PRICE	SOURCEWELL PRICING CONTRACT #092920-DVR	EXTENDED
* OPW PetroVend FMS: Sourcewell Contract #092920-DVR					
* PV200-Enterprise with DX Fleet Software					
1	20-4451	Internal FSC3000, Fuel Site Controller w/Level 4 Memory (16,000 cards). <i>When purchased w/PV200</i>	\$ 2,400.00	\$ 2,064.00	\$ 2,064.00
1	PV-200 Pedestal	OPW PV200 Fuel Island Terminal Head (Pedestal not included)	\$ 5,500.00	\$ 4,730.00	\$ 4,730.00
1	75-2030	PetroVend PC to Serial Cable	\$ 90.30	\$ 77.66	\$ 77.66
1	20-4443-Prox-XXX	Proximity Card Reader	\$ 1,220.00	\$ 1,049.20	\$ 1,049.20
150	54-1029	Proximity Key FOB	\$ 14.70	\$ 12.64	\$ 1,896.00
150	54-1020-C	Prox Card Encoding Fee	\$ 3.15	\$ 2.71	\$ 406.50
1	20-4359-48	Pedestal, 48"	\$ 630.00	\$ 541.80	\$ 541.80
1	20-4428	Pedestal PCM Mounting Bracket (<i>holds up to 4 modules</i>)	\$ 158.00	\$ 135.88	\$ 135.88
1	20-4404-09	PetroVend PCM Module, 2-Hose Master	\$ 1,123.00	\$ 965.78	\$ 965.78
1	FF	Petro Vend Factory Freight Per Reader	\$ 194.44	\$ 175.00	\$ 175.00
1	4170648	APC Surge Protector/Backup Battery Power Supply: BE600M1 UPS	\$ 148.95	\$ 134.06	\$ 134.06
* PV Site Management Software Options:					
1	65-0008	DX Fleet Annual Software Subscription	\$ 900.00	\$ 792.00	\$ 792.00
*	65-0008	DX Fleet Annual Software Subscription. <i>Renewal after the 1st year</i>	\$ 900.00	<i>Billed Direct from Factory</i>	<i>Annual after the 1st year</i>
1	65-0004	DX Fleet Site Setup Fee	\$ 350.00	\$ 308.00	\$ 308.00
1	65-0007	DX Fleet Database Migration Fee	\$ 985.00	\$ 866.80	\$ 866.80
1	SF-DFS	Software Flag-DFS DX	<i>Included</i>		
* OPW FMS/PetroVend Trade In Credit: (FIT & FSC cores must be returned for credit to be applied). Expires 12/31/2024					
1	Trade-Up Credit	PetroVend C/OPT, K800 or Competitive Systems.	\$ (750.00)	\$ (750.00)	\$ (750.00)
* MISC EQUIPMENT:					
1	MS-76	Emergency Shut-off Switch Sign	\$ 25.24	\$ 22.72	\$ 22.72
1	FS120KITKR	Pilla Emergency Stop Switch Assy, Key Release	\$ 296.89	\$ 267.20	\$ 267.20
*	Install	Installation and Electrical		Not Included	
*	Startup	Startup and Calibration		Not Included	
* Exclusions:					
*	Northwest Pump quoted pricing is valid for 10 days from the date of this quote. Delays in manufacturing and material shortages are issues we now encounter daily. NWP is enduring regular price increases and lengthy lead-times from our suppliers. We are currently absorbing increased costs while awaiting delivery of materials that we have quoted and sold. NWP can no longer shoulder the burden of taking on these substantial and unexpected price increases. Until further notice, any unscheduled price increase that occurs after NWP places an order with one of our vendors, will be added to your invoice. Freight changes will be affected the same. Your initials on an addendum will serve as your acknowledgement of that increase.				
*	Northwest Pump standard payment terms must be met as materials arrive at your job site or designated storage facility. Failure to meet payment terms and/or take delivery of your purchased products, will subject your order to any price increases which affect those items therein. Our facilities are best used for the distribution of our products, not the long-term storage of customers property. Please work with your NWP Sales Representative to manage this process.				
*	Merchandise Returns: New Unused Stocking items must be returned within 30 days of the original purchase for full credit. Special ordered items will be charged a minimum 25% restock fee if returned new unused. Cores must be returned within 20 days of the original purchase for full credit.				
*	Above Specifications Exclude the Following (Unless Otherwise Noted): Plans, Permits, Inspection, All Testing, Labor to Assemble or Install, Miscellaneous Pipe Fittings and Accessories, Any Electrical Consideration, Offloading or Setting Any Equipment or Tank, Site Improvements, Guard Barriers, Any Other Items (s) Not Specifically Mentioned Above.				
*	Equipment Only: No Installation. Subject to engineer's approval. This quotation does not include or imply any equipment or quantities other than listed herein. Contractor to determine actual quantities required. No retainage to apply.				
*	Performance: Performance of equipment listed is based upon the accuracy of the information supplied to NW Pump and Equipment Co. by the customer or customer's engineer. Guarantee of performance may require approval by a licensed engineer at the customer's expense. NWP is not responsible for any warranty outside of standard manufacturer warranties.				
*	Equipment Storage: Equipment billed and held in our warehouse may be subject to a monthly storage fee.				

COMPANY:		City of College Place, Acct #86257	DATE OF QUOTATION 04/17/24		QUOTE NUMBER DMCD012324B
PROJECT:		218 SE 4th St.			
QTY	Part Number	DESCRIPTION	LIST PRICE	SOURCEWELL PRICING CONTRACT #092920- DVR	EXTENDED
*	Equipment & Storage Fees: Unpaid equipment and/or storage fees may result in cancelation of the order and the equipment will be made available to others.				
*	I AGREE TO ALL TERMS ABOVE : Customer Initials: _____				



SME Solutions, LLC
10107 South Tacoma Way Ste A-2
Lakewood, WA 98499
(253) 572-3822

CCB# 174322

QUOTATION

DATE: 03/13/24
QUOTE: 103031
EXPIRE DATE: 5/25/2024

To: City of College Place
625 S College Ave College Place, WA 99324
Attn: Jeff Goodson 509-394-8654
Subject: Install PV200 Fuel Controller and an E-Stop switch
Site: Shop - 218 SE 4th St, College Place WA 99324
Project: Replace existing fuel controller with (1) new PV200 Fuel Island Terminal.
Install an Emergency Stop switch (E-Stop) on building approx. 60'-70'
away from fuel island.
All hardware customer provided
Prevailing Wage Project

PO Num:

DETAILED SCOPE OF WORK

Mobilize to site.
Perform pre-work safety meeting.
Barricade work area with vehicles, delineators, and "Caution Do Not Enter" tape.
Lock-out/Tag-out all affected circuits.
Shutdown existing fuel controller system. *NOTE: Customer to verify totals received if applicable prior to removal.
Remove existing terminal, install (1) PV200 pedestal.
Make connections to pedestal mounted PCM's utilizing all existing wiring.
Install internal FSC3000 utilizing all existing Petronet wiring.
Data transfer/conversion & software setup to be completed by PetroVend HD; if applicable.
Program system per site requirements and test for communications. Confirm correct pulse rate.
Provide up to (1) hour of training on cardlock hardware only.
Haul away and dispose of old fuel controller if customer requests.
Install and wire a new E-Stop switch on outside of building approx 60'-70' where electrical is located for fueling system. Currently site does not have an E-Stop switch.
Test E-Stop switch for proper operation.
Clean area of any work related debris.

EXCLUSIONS

There are many unknowns that have to be identified. All additional cost associated with unknowns will be borne by the owner.
Any delays caused by others outside the control of SME Solutions will result in additional charges at our hourly rate.
Quote assumes all associated equipment is operational and does not require any repairs.
Quote assumes all electrical associated with fuel system is no more than 30' from new E-Stop mounting location on outside of building.
Quote assumes the reuse of existing wire, conduits, j-boxes and that conduits are free of blockage, damage, defect or excessive rust that may hinder access.
Quote assumes the reuse of all existing cabling/wiring and that all existing cabling/wiring is compliant with state and local code.
Quote assumes all network ID's and protocols are to be provided by the customer.
Customer is to have participated in on-line training as provided by PetroVend.
Quote assumes any account setup or network protocols to be completed/provided by the customer, this includes a cellular account if applicable.
Quote does not include any Phoenix or DX Fleet software setup, programming or training.

MATERIAL

PRICING

Item Number	Item Description	Quantity	Extended Price
LABOR	Labor	1	\$4,070.00
MISC PARTFPA	Misc electrical wire, fittings, etc.	1	\$1,800.00
PERMITFPA	Permit, Electrical	1	\$500.00
GASSURCHARGE	Fuel Surcharge	1	\$13.25
MISCSAFETY	Misc Safety Equipment	1	\$17.00
TRAVL	Mobilization	1	\$1,075.00
PW FILING FEEFPA	Prevailing Wage Filing Fee	1	\$140.00
QUOTED EST TAX	Tax (Estimated) 8.8%	1	\$670.14

Payment Terms

CSF Needed. PO Required. Net 30. Lien notices will be filed for jobs over \$3,000.00. Lien releases will be issued only upon final payment. Quotation includes estimated Sales tax. Sales tax for applicable items will be added to the final invoice.

Total	\$8,285.39
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DATE: 03/13/24

QUOTE: 103031

QUOTATION TERMS & CONDITIONS

DATE: 3/13/2024

QUOTE #: 103031

THIS QUOTE VALID FOR 60 DAYS FROM DATE OF QUOTATION.

1. Quote Good for 60 Days. Prices used in the Quotation are based upon current prices, work performed during normal business hours, upon the condition that the Quotation will be accepted within 60 days, and that work will commence pursuant to the Quotation within 30 days of acceptance. If the Quotation is not accepted within 60 days, or if work has not commenced within 30 days of acceptance, the Quotation is subject to being rebid to adjust for new pricing. Premium rates will apply to all work done outside of normal business hours regardless of cause. Any typographical errors are subject to correction without penalty to SME Solutions, LLC (SME). All applicable sales, use and any other local tax will be added to SME invoices. In the event of a conflict between the Quotation Terms & Conditions and any other document, the Quotation Terms & Conditions shall control.

2. Payment Schedule. All Contract payments will be COD unless provided otherwise by existing credit terms agreed to by SME. Customer will pay any deposit required as indicated in the Quotation with the balance due upon completion of the work (or in installments or progress payments as described in the Quotation). Payment of any additional work is due per the terms and conditions of an executed change order which is made a part of the project. In the event any payment is not made as specified, SME may at its option declare the entire balance owing immediately due and payable in full, and may stop work until full payment is made. Customer agrees to pay a service charge of 1.5% per month on all overdue amounts until paid. Mechanic's liens may be filed by SME for any Contract work not paid in a timely manner. Lien releases will be issued only upon final payment and receipt of clear funds.

3. Formation Upon Execution. Upon acceptance by the Customer, the Quotation, Terms and Conditions, and related plans and/or specifications agreed to between SME and the Customer and signed by both parties, shall constitute the entire agreement ("Contract") and description of work to be performed ("Work"). Neither SME nor Customer will be bound by any oral representations or other statements of any kind made by any person. The project will be constructed according to plans and specifications identified as:

hereinafter referred to as the Project Documents which have been examined by the Customer and which have been or will be signed by both SME and Customer. Except as otherwise expressly provided for herein, any work not expressly described in the Quotation, including any dewatering and any related disposal work, is excluded, and no other project work shall be performed without prior written authorization of both SME and Customer as may be provided on a SME change order form describing the agreed terms including the price for such additional work as well as any additional time to complete the Work.

4. Site Assumptions. The Contract price is based on there being no unusual site conditions including but not limited to: (i) that the project site and adjoining land are not filled ground or hardpan and the bearing capacity of the ground exceeds 1,000 pounds per square foot and is stable, and contains no rock formations or boulders; (ii) that there are no septic tanks, pipe lines, conduits, electric lines, sprinkler lines or any other obstructions other than those indicated on the plans; (iii) that no underground or surface water conditions will interfere with the Work; (iv) that no surcharge engineering will be required; and (v) that the site conditions with regard to any adverse environmental conditions is as represented in the Project Documents. If any of the site conditions should vary from the above specifications requiring additional work or materials to complete the Work under the Contract, or should the Customer order additional work, or should SME encounter conditions different from those ordinarily encountered or reasonably anticipated, SME shall be paid for same as agreed upon in an appropriate change order. SME will only be responsible for damage to underground services (septic tanks, pipe lines, conduits, electric lines, sprinkler lines, etc.) when they have been properly and accurately indicated and marked on the plans prior to beginning excavation.

5. Cost of Permits Not Included. The Contract price does not include costs and disbursements required for obtaining permits or licenses or any other authorization required by governmental agencies or any other public (or quasi-public) authorities, unless specifically included, and does not include inspections or other work to complete the permitting process. The Customer will pay assessments and charges required by governmental agencies or any other public (or quasi-public) authorities, and any utilities, for financing or repaying the cost of sewers, storm drains, water service, and other utilities, including sewer and storm drain reimbursement charges, revolving fund charges and the like. All permits, plan preparation, and permitting inspections will be performed at SME's current time and material rates and cost mark ups. Prices quoted for plans and permits, if any, are estimates only.

6. Changes Permitted to Comply with Applicable Regulations. If the proposed scope of Work under this Contract is pending approval from any local or state governmental or regulatory agencies, the State of California, and/or the Federal EPA, including but not limited to the City and/or County Fire, Building, Electrical, Plumbing, or Environmental Health Departments and any local AQMD, any changes or additional requirements as may be ordered by any such regulatory or public entity will be mutually agreed upon by Customer and SME as part of a change order. The Customer agrees that SME may make any changes in plans or construction which may be required to conform to existing or future building codes, zoning ordinances, or other requirements of inspecting public or quasi-public authorities or governmental agencies, or utility companies. Additional work required to conform to such codes, ordinances, or requirements shall be paid for by the Customer in addition to the contract price at SME's rate indicated on an agreed upon change order.

7. Extra Work, Changes and Deletions. If at any time during the progress of the work, Customer desires to make any additions to, alterations of, deviations or omissions from the work (collectively "Extra Work"), Customer shall have the right to do so and the same shall in no way affect or make void this Contract. No Extra Work shall be made except on Customer's written request and the execution of a written change order agreed to by both SME and the Customer. Any adjustment in costs due to an increase or decrease in the work to be completed, or any change in the time of completion of

the project, shall be agreed to in the change order.

8. Time & Materials Rate Sheet. Available upon request.

9. Customer Responsible for Equipment Compatibility. The compatibility of any equipment and parts are the sole responsibility of Customer. Any replacement, repair, modification, trouble shooting, or additional components required to make any system compatible, whether new, used, or existing equipment or parts, will be billed to Customer at SME's current rates as per Section 8 above, plus materials and mark-ups. This includes, but is not limited to, payment network compatibility, electrical and plumbing requirements, code compliance, software and programming, satellites or any piece of equipment or part not provided by SME in the Quotation or under a change order. Additional charges will be assessed for delays including but not limited to software malfunction, network connectivity or back-office issues. PLU and other advanced option programming are excluded. It is the Customers responsibility to verify all programming/pricing is accurate prior to technician leaving site. SME is not responsible for any costs, damages, losses, or expenses that may be incurred due to electronic system failures or data breach or corruption. This includes loss or corruption of data, connectivity for hardware, software, or other operations, virus or malware damages or tampering with programs, settings or reports that may arise as a result of or related to the Work of SME under the Contract.

10. Disclosure of Customer of Site Specific Requirements. It is the responsibility of Customer, at the time a request for a quotation is made, to disclose all requirements for insurance, endorsements, certifications, prevailing wages, reporting, or any conditions required by Customer for the performance of the proposed work in compliance with applicable laws. SME may request copies of permits to operate, plans, testing results, and site information at any time during the performance of the proposed work. Failure to disclose this information may result in additional charges. Failure to disclose site conditions that directly affect the performance of the work outlined in the Quotation may result in additional charges.

11. Compliance Testing. Quotations for testing do not guarantee a passing test result. SME will make all reasonable attempts to achieve a passing test at the time the test is performed. This does not include the repair or replacement of any parts or equipment. Failed tests are the sole responsibility of Customer, and repairs made during testing will be billed at SME's current T&M rates as shown in section 8 above. Full payment of the cost of the testing, whether passed or failed, is Customer's sole responsibility and all balances for testing work are due at the time of invoice. NOTE: Test results will not be released or filed with regulators, and no further work will be performed by SME, until charges are paid in full.

12. Damage or Destruction. If any portion of the Work is destroyed or damaged by any accident, disaster, or calamity, such as fire, storm, flood, landslide, subsidence or earthquake, or by theft vandalism or malicious mischief (individually, a "Casualty"), Customer shall have the option of either (i) instructing SME to rebuild or restore the Work or (ii) terminating this Contract. In the event Customer elects to terminate this Contract, SME shall be paid for all Work completed as of the date of the Casualty including a pro rata percentage of profit and overhead, and both parties shall be relieved of any further obligation to the other under this Contract. Any work performed by SME in rebuilding or restoring the Work shall be handled as a change order and compensated pursuant to the provision on Time & Materials as set forth herein or pursuant to any rate sheet attached hereto.

13. Warranty. SME guarantees the quality of its workmanship for a period of one year from the date of issuance of its final invoice. This warranty is limited to defective construction and workmanship only and does not include any labor, parts, testing, trouble shooting, or replacement of any manufacturer's defective or failed equipment. Any warranties for new equipment and parts are solely between the Customer and the manufacture or seller of the equipment or parts. If any equipment or parts are purchased by SME as part of its quotation, SME will deliver to Customer all warranty documentation and if necessary, assign all warranties to Customer. Any request made by Customer, his/her employees or agents, for SME to repair or replace any piece of equipment for any reason (except if caused by the defective construction or workmanship of SME) is the sole responsibility of Customer and will be billed to Customer at SME's current time and materials ("T&M"), equipment rates and mark-ups. It is the sole responsibility of Customer to understand the terms and conditions of any and all warranties for equipment. Customer acknowledges and agrees that most manufacturer warranties do not include any labor charges. Except as otherwise specifically provided for herein, the liability of SME for defects or malfunctions of materials and equipment installed is limited to the warranties and guarantees of the manufacturers and/or suppliers of said materials and/or equipment. ALL OTHER WARRANTIES AND GUARANTEES, WHETHER EXPRESS, IMPLIED OR STATUTORY, ARE HEREBY DISCLAIMED, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

14. Cancellation Before Mobilization. Customer acknowledges that SME may be purchasing specially ordered materials for the project and that portions of the work may be delegated to subcontractors. In the event of cancellation by Customer of this Contract prior to mobilization by SME on site, Customer agrees to reimburse SME for all incidental expenses incurred by SME to enter into this Contract, including SME's costs and expenses to obtain permits, any costs associated with preordered materials, and any cost, expense, or fee to terminate all executed contracts with subcontractors, and any other cost reasonably incurred in anticipation of undertaking the Work.

15. Right to Assign. This entire Contract or any portion of the work to be done hereunder may be assigned or subcontracted by SME at the discretion of SME.

16. Force Majeure. SME shall not be liable to the Customer for any loss, damage, or delays occasioned by fire, strikes, or material stolen after delivery upon premises, lockouts, acts of God, or the public enemy, accidents, boycotts, weather, floods, freight embargoes, causes incident to national emergencies, war, or any other causes beyond the control of SME. Any increase in the cost of the project, or the time to complete the project, necessitated by such delay shall be performed at SME's current time and material rates and cost mark-ups as a change order.

17. Additional Charges. Additional charges will be assessed for delays outside of the control of SME as well as charges associated with software malfunction, network connectivity or back-office issues. Estimated site downtime is based on equipment performance as published by the supplier or manufacturer. PLU and other advanced dealer option programming is not included.

18. LIMITATION ON DAMAGES. IN RECOGNITION OF THE RELATIVE RISKS, REWARDS AND BENEFITS OF THE PROJECT TO BOTH CUSTOMER AND SME, THE RISKS HAVE BEEN ALLOCATED SUCH THAT CUSTOMER AGREES THAT, TO THE FULLEST EXTENT

DATE: 03/13/24

QUOTE: 103031

PERMITTED BY LAW, SME'S TOTAL LIABILITY TO CUSTOMER FOR ANY AND ALL INJURIES, CLAIMS, LOSSES, EXPENSES, DAMAGES, ATTORNEY'S FEES AND COSTS OR CLAIM ARISING OUT OF THIS CONTRACT FROM ANY CAUSE OR CAUSES, SHALL NOT EXCEED \$50,0000 OR THE LABOR CHARGE AMOUNT PAID BY CUSTOMER TO SME UNDER THIS CONTRACT, WHICHEVER IS GREATER. SUCH CAUSES INCLUDE, BUT ARE NOT LIMITED TO, NEGLIGENCE, ERRORS, OMISSIONS, STRICT LIABILITY, AND BREACH OF CONTRACT OR BREACH OF WARRANTY, UNLESS OTHERWISE PROHIBITED BY LAW. SME IS NOT RESPONSIBLE FOR CUSTOMER LOSS OF REVENUE, INCOME OR PROFITS UNDER ANY CIRCUMSTANCE. ESTIMATED DOWN TIMES, IF GIVEN IN THIS QUOTE, ARE ONLY AN ESTIMATE BASED ON INDUSTRY STANDARDS AND/OR EXPERIENCE.

19. Independent Contractor. SME hereby declares that it is engaged as an independent business, and agrees to perform the Work as an independent contractor and not as the agent, employee or servant of Customer. SME has and hereby retains the right to exercise full control and supervision of the Work and full control over the employment, direction, compensation and discharge of all persons assisting in the Work.

22. Protection of Work, Materials and Equipment. SME shall protect its work, materials and equipment on the project site and shall not damage or unduly interfere with the work, materials or equipment of others. SME's duty to protect the Work, materials and equipment shall terminate when SME completes, and Customer accepts, the Work, provided SME provides Customer forty-eight (48) hours' prior written notice of such completion. SME shall not be liable for the repair or replacement, except upon the payment of reasonable compensation, of any of its Work or installations damaged directly or indirectly through, by, or as a result of defective design by Customer's architect or engineer, or defective materials directly supplied and installed by Customer or Customer's representative.

23. Mediation. Any controversy or claim arising out of or relating to this Contract, or a breach thereof, shall first be submitted to non-binding mediation under the Construction Industry Mediation rules of the American Arbitration Association, or any other mediation process the parties agree upon. Customer and SME agree to include a similar mediation provision with all contractors, sub-contractors, sub-consultants, suppliers and fabricators, thereby providing for mediation as the primary method for dispute resolution between all parties. This agreement shall be construed in accordance with, and governed by, the laws of the State of Washington. All proceedings commenced under this section, including any mediation or arbitration shall be conducted in Pierce County.

24. Indemnification. Customer shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless SME, its officers, directors, employees, agents and any other representatives from and against all damage, liability and cost, including reasonable attorney's fees and defense costs arising out of or in any way connected with the performance by any of the parties named above of the services under this Contract, excepting only those damages, liabilities or costs attributable solely to the gross negligence or willful misconduct of SME.

25. Acceptance of Quotation. The Quotation will become a contract between the Customer and SME at the time it is accepted by Customer. To accept the Quotation, and enter into a binding contract for the work specified therein, Customer must sign below. No work will begin until the signed Quotation is received by SME and deposit is paid if required. Cancellation of the Contract may result in charges to Customer for non-returnable equipment, parts restocking, permit and planning work and the like. A portion or all of Customer's deposit may be retained for payment of the foregoing charges.

26. No Guarantee of Performance for Environmental Remediation. Customer recognizes and acknowledges: that the means and methods to be used by SME in remedying contamination by hazardous wastes involve inherent risks and may cause further contamination or releases from the site; that SME is a construction firm, not expert in the engineering or design aspects of developing remedial action(s) to address hazardous material; that SME cannot therefore guaranty or warrant the performance or results of its work in that regard; that SME is not the "operator" of the project or site, is not a "hazardous waste generator, and that SME shall not be designated as the responsible party on any manifest or documentation for the removal, transportation, or disposal of hazardous materials from the site. Unless specifically indicated elsewhere in the Contract, SME will not provide a performance bond and may not maintain contractor's pollution liability insurance, but if requested to secure such insurance, and if SME is able to secure such insurance, will provide same as an additional expense to Customer.

27. Contractor's License and Bond Notice. Contractors are required by law to be licensed and regulated by the Contractors' State License Board which has jurisdiction to investigate complaints against contractors if a complaint regarding a patent act or omission is filed within four years of the date of the alleged violation. A complaint regarding a latent act or omission pertaining to structural defects must be filed within ten (10) years of the date of the alleged violation. Any questions concerning a contractor may be referred to the Registrar, Contractors' State License Board.

TO ACCEPT THE QUOTATION TO WHICH THESE TERMS AND CONDITIONS ARE ATTACHED, PLEASE DATE AND SIGN WHERE INDICATED BELOW:

OWNER OR AUTHORIZED REPRESENTATIVE:

(Print Name)

Signature: _____

Title: _____ Date: ____/____,20____

CONTRACTOR:

By: _____, its _____



May 17, 2024

J-U-B FAMILY OF COMPANIES

Robert McAndrews
Public Works Director
City of College Place
625 S. College Ave.
College Place, WA 99324

RE: **CITY OF COLLEGE PLACE – WASTEWATER TREATMENT PLANT PHASE 1 PROJECT –
RECOMMENDATION OF AWARD**

Dear Robert,

On May 14, 2024 two (2) eligible price proposals were received and opened on the above referenced project. The Bid Tabulation is attached, and the results of the proposals are as follows:

	Engineer's Estimate	<i>Goodman & Mehlenbacher Enterprises, Inc.</i>	<i>Apollo, Inc.</i>
Base Bid*	\$4,355,808.00	\$5,173,440.00	\$5,532,480.00

* Totals includes 8.8% sales tax.

Based on the results of the eligible price proposal received, it is our recommendation that the City of College Place award the above-mentioned project to Goodman & Mehlenbacher Enterprises, Inc. in the amount of Five Million One Hundred Seventy-Three Thousand Four Hundred Forty Dollars (\$5,173,440.00). This recommendation is conditional upon the City having sufficient funding for the project.

Sincerely,

Ben Haws, P.E.
Project Engineer
J-U-B ENGINEERS, Inc.

Enc: Bid Tabulation
Notice of Intent to Award
CC: Mike Holden, City of College Place
Alex Fazzari, J-U-B ENGINEERS, Inc.

BID ABSTRACT
City of College Place
Wastewater Treatment Plant Phase 1
College Place, WA
Tuesday May 14, 2024 at 9:00am

ITEM NO.	APPROX. QUANTITY	BASE BID	ENGINEERS ESTIMATE		LOW BIDDER Goodman & Mehlenbacher Enterprises Inc.		2ND LOW BIDDER Apollo, Inc.	
			UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1.	1 LS	Mobilization (May Not Exceed 10% of Total)	\$320,000.00	\$320,000.00	\$450,000.00	\$450,000.00	\$400,000.00	\$400,000.00
2.	1 EA	Shoring and Trench Safety Systems	\$55,000.00	\$55,000.00	\$20,000.00	\$20,000.00	\$10,000.00	\$10,000.00
3.	1 LS	Headworks Screen Upgrades	\$520,300.00	\$520,300.00	\$1,000,000.00	\$1,000,000.00	\$687,000.00	\$687,000.00
4.	1 LS	SBR Air Piping Modifications	\$1,159,400.00	\$1,159,400.00	\$1,245,000.00	\$1,245,000.00	\$1,400,000.00	\$1,400,000.00
5.	1 LS	Equalization Basin	\$581,900.00	\$581,900.00	\$580,000.00	\$580,000.00	\$1,169,000.00	\$1,169,000.00
6.	1 LS	Filter Building	\$240,900.00	\$240,900.00	\$225,000.00	\$225,000.00	\$188,000.00	\$188,000.00
7.	1 LS	Electrical and Controls	\$1,115,000.00	\$1,115,000.00	\$1,225,000.00	\$1,225,000.00	\$1,228,000.00	\$1,228,000.00
8.	1 LS	O&M Manual and As-Built Drawings	\$11,000.00	\$11,000.00	\$10,000.00	\$10,000.00	\$3,000.00	\$3,000.00
		BASE BID 1 SUBTOTAL		\$4,003,500.00		\$4,755,000.00		\$5,085,000.00
		WASHINGTON STATE SALES TAX AT 8.8%		\$352,308.00		\$418,440.00		\$447,480.00
		BID TOTAL		\$4,355,808.00		\$5,173,440.00		\$5,532,480.00

Note sales tax was adjusted from 8.9% to the correct rate of 8.8%.

**CITY OF COLLEGE PLACE
WASTEWATER TREATMENT PLANT PHASE 1
WALLA WALLA, COUNTY, WASHINGTON**

NOTICE OF INTENT TO AWARD

The **City of College Place** announces its intent to award the contract for the **Wastewater Treatment Plant Phase 1** project to Goodman & Mehlenbacher Enterprises, Inc. for the amount of Five Million One Hundred Seventy-Three Thousand Four Hundred Forty Dollars (\$5,173,440.00).

This Notice of Intent to Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the **City of College Place** and the apparent successful bidder. The bidder shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the **City of College Place** is executed. If the apparent successful bidder fails to negotiate and execute a contract with the **City of College Place**, the **City of College Place** may revoke the award and award the contract to the next lowest bidder or withdraw the Sealed Bid. The **City of College Place** further reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

This Notice of Intent to Award starts the two (2) full business day period in which an unsuccessful bidder may file a written protest pursuant to RCW 39.04.105.

Thank you for participating in the competitive selection process.

Owner: **City of College Place**

Robert McAndrews, Public Works Director

Date

**CITY OF COLLEGE PLACE
WASTEWATER TREATMENT PLANT PHASE 1
WALLA WALLA, COUNTY, WASHINGTON**

NOTICE OF INTENT TO AWARD

The **City of College Place** announces its intent to award the contract for the **Wastewater Treatment Plant Phase 1** project to Goodman & Mehlenbacher Enterprises, Inc. for the amount of Five Million One Hundred Seventy-Three Thousand Four Hundred Forty Dollars (\$5,173,440.00).

This Notice of Intent to Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the **City of College Place** and the apparent successful bidder. The bidder shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the **City of College Place** is executed. If the apparent successful bidder fails to negotiate and execute a contract with the **City of College Place**, the **City of College Place** may revoke the award and award the contract to the next lowest bidder or withdraw the Sealed Bid. The **City of College Place** further reserves the right to cancel this Notice of Intent to Award at any time prior to the execution of a written contract.

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Thank you for participating in the competitive selection process.

Owner: **City of College Place**



Robert McAndrews, Public Works Director

5/17/2024

Date

700 PARK STANDARDS

700.10 PLAYGROUND SURFACES

Playground surfaces shall be a poured in place rubber safety surfacing meeting or exceeding all of the requirements in the following ASTM standards: ASTM D624, ASTM D2859, ASTM E303, ASTM F1292, ASTM F1951, ASTM C1028, and ASTM D412. The system should consist of a dual durometer poured in place system with a wearing layer upper membrane and an underlying impact attenuation cushion layer. The finished surface should be porous and capable of being installed at varying thickness to comply with the Critical Fall Height requirements of the playground equipment specified. The cushion layer should be a mixture of black recycled SBR rubber buffings mixed with a 100% solids moisture cured MDI polyurethane binder or aliphatic (100 pounds of SBR rubber buffings to 12 pounds of binder) installed at the appropriate thickness. As an upgrade, or if recycled SBR rubber buffings are not available, 5/8" chunk rubber with correct amount of urethane for impact attenuation and longevity may be used. Chunk rubber shall not include SBR derived from rubber tires. It must be high quality pre-consumer recycled rubber containing EPDM. The cushion layer should be porous. The wearing surface should be manufactured from 1-4mm Thermoplastic Vulcanized (TPV) virgin colored rubber granules bonded by a binder, 100% solids moisture cured Polyurethane binder or aliphatic (110 pounds of TPV to 22 pounds of binder), and applied to a minimum thickness of ½" (12.7 mm) over the cushion layer. The color should be selected from Manufacturer's color chart by City prior to bidding/ordering materials. Pour in place surfacing shall be installed on a compacted sub-base material per manufacturer requirements.

700.20 PARK LIGHTING

All park lighting should be LED and "Dark Sky" compliant. Parking lots and internal park roadways should be lit to an average of 1-ft candle. Road intersections, pathways, cross walks, etc. should receive 1.5 to 2 times the normal roadway lighting level. Light poles should be powder coated metal or a stainless steel/non-corrosive metal finish. Pavilions, restrooms, and supporting park buildings/structures shall be lit to a minimum of 5-ft candles. Sports fields and courts shall be lit with sports field/court light fixtures that are LED, in a quantity and location to meet the needs of the sporting event with minimal light pollution. Special care shall be given when lighting is adjacent to residential homes. The light levels for a sports court should be an average of 30-ft candles and sports fields such as football, baseball, and soccer shall average 50-ft candles. The City shall approve the style of all lighting.

700.30 PARK BENCHES

Park benches shall be provided at the following minimum rate per acre:

Size of park in Acres	Minimum quantity of Benches
1-3	2*
3-5	3*
5-10	5*
10+	8*

*Note that in parks that provide a playground the minimum quantity of benches shall be increased based on the size of the playground and the number of kids/families likely to be at the park at any given moment.

Benches shall be Anova, Inc. Airi Leaf Series or approved equal and shall include the following:

- 6-ft Bench: Organically modern bench
- Seat Color: Textured Fern
- Frame Color: Textured Black

- Finish: Manufactures supplied finish for metal parts; powder coated
- Installation: Surface Mount and shall be secured to concrete pad.
- Concrete Pad: Bench area shall include a concrete pad directly beneath the bench.
- Material substitutes shall only be approved by the Public Works Director.

700.40 PARK PICNIC TABLES

Picnic tables shall be installed within a pavilion structure at the following rates per shape and roof type of structure.

The matrixes below provide an approximate number of the picnic table capacity for each shelter. Totals were calculated using a standard picnic table size of 5'x6'. Numbers are approximate and informational only.

Polygonal Shelters

Size	Hex.	Oct.	Dod.
16'	2	1	
20'	4	4	
24'	5	4	
28'	7	5	
32'	8	8	
40'	14	14	16
48'	22	22	
50'			27
58'	34	36	
60'			41
64'	42	47	
66'			52
86'			79

Hip Roof Shelters

	Width						
	12'	16'	20'	24'	30'	40'	50'
18'	2						
22'	3						
24'		6	7				
34'	5	8	10	12	16		
42'	6						
44'		12	14	18	20	30	
64'		16	22	25	32	42	56
84'			28	37	40	55	
104'				48	52	79	
70'							64
90'							81
110'							96

Gable Roof Shelters

		Width					
		16'	20'	24'	30'	40'	50'
Length	24'	6	6	9			
	34'	8	10	12	16		
	44'	12	14	18	20	30	
	64'			25	32	42	56
	84'			37	40	55	73
	104'				52	79	90

Square Shelters

	12'	16'	20'	24'	30'	36'	40'	50'
Tables	1	2	6	8	14	20	25	42

The picnic tables shall in general be the 4'x4' unless otherwise directed by the City. The tables shall be in compliance with the requirements of the Pilot Rock 4-ft square pedestal table with recycled plastic top and seats, Model #PQT3/P/G-4PC/U or approved equal and shall include the following:

- Surface mount base plat shall be 3/8"x15-3/4" steel base plate for bolting to a concrete pad.
- Table and Seat Top Manufactured of 100% recycled plastic. Color shall be Solid Cedar.
- Frame shall be steel, powder coated, color Black.
- Table shall have the umbrella hole in the table top with cup and collar.
- Concrete Pad: Bench area shall include a concrete pad directly beneath the bench.

700.50 PLAYGROUNDS

Local Parks/Parklets

These parks are typically less than 1 acre in size. Playgrounds should be roughly 1,500-3,500 square feet. Playground equipment should fill the space while complying with all ASTM fall zones and clearance zones outlined in ASTM 1487. A minimum of 2 park benches shall be provided nearest the playground area.

Neighborhood Parks

These parks are typically between 1-5 acres in size. Playgrounds should be roughly 3,500-6,500 square feet. Playground equipment should fill the space while complying with all ASTM fall zones and clearance zones outlined in ASTM 1487. A minimum of 3 park benches shall be provided nearest the playground area.

Community Parks

These parks are typically between 5-10 acres in size. Playgrounds should be roughly 6,500-10,000 square feet. Playground equipment should fill the space while complying with all ASTM fall zones and clearance zones outlined in ASTM 1487. A minimum of 5 park benches shall be provided nearest the playground area.

Regional Parks

These parks are typically greater than 10 acres in size. Playgrounds should be greater than 10,000 square feet in size. Playground equipment should fill the space while complying with all ASTM fall zones and clearance zones outlined in ASTM F1487. A minimum of 10 park benches shall be provided. Location of benches shall be placed throughout the park with a minimum of 5 benches nearest the playground area.

Playground Equipment

All playground equipment installed in designated park spaces shall meet or exceed ASTM F1487-17 Standard Consumer Safety Specification for Playground Equipment for Public Use and Section 424-Children's Play Structures of the International Building Code. Equipment shall include various amenities that may include but not be limited to climbing, sliding, spinning, swinging, brachiating and balancing. Playground equipment shall be grouped for ages of 2-5 and 5-12 and shall be age appropriate. Equipment for the 2-5 age group should be situated near adult supervision and have adequate separation from the 5-12 age group equipment. An accessible route of travel shall be provided to the playground equipment meeting the most current edition of the ADA Standards for Accessible Design.

700.60 IRRIGATION SYSTEM

An automated irrigation system shall be designed and installed to provide industry standard irrigation supply and coverage to the vegetated park areas. Irrigation components/parts shall be manufactured by Hunter Industries and installed in accordance with the manufacturer installation requirements.

700.70 TRAILS/PATHWAYS

Park areas shall incorporate trails and/or pathways throughout the park area. Trails and pathways shall be ADA compliant.

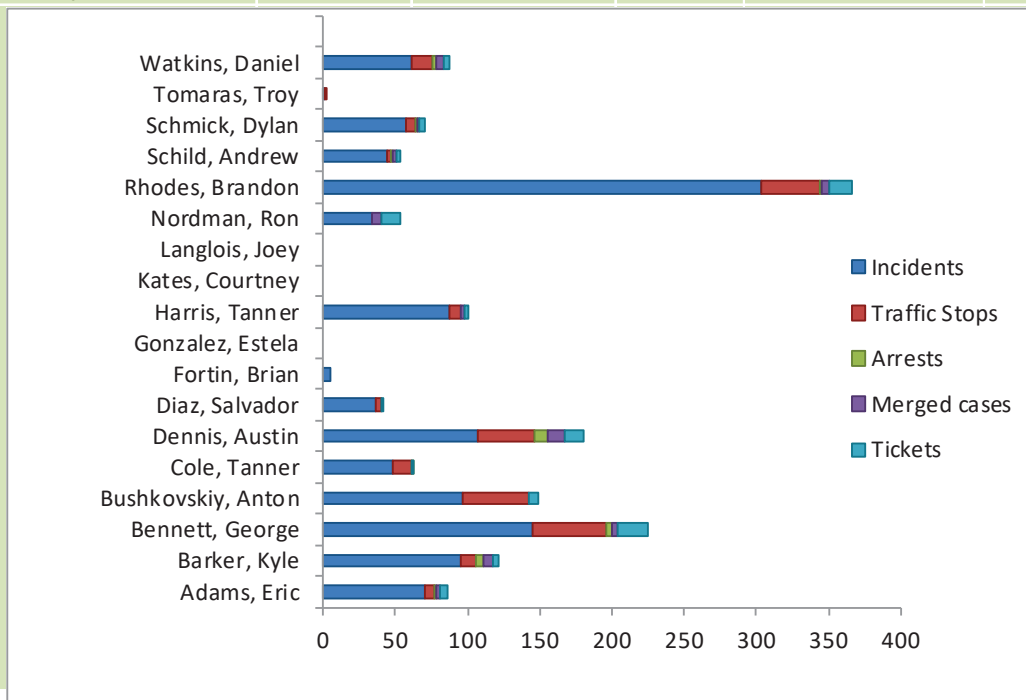
700.80 SECURITY

Park areas shall incorporate the necessary infrastructure for security cameras. Location of security cameras may include but not be limited to trail heads, parking lots, restrooms, and playgrounds. Coordinate with Public Works Director and Chief of Police for more specific security system requirements.

April 2024 Officer Activity



Totals	1194	242	27	48	94
Officer	Incidents	Traffic Stops	Arrests	Merged cases	Tickets
Adams, Eric	71	6	2	2	5
Barker, Kyle	96	10	5	6	4
Bennett, George	145	51	4	4	21
Bushkovskiy, Anton	97	45	0	0	7
Cole, Tanner	48	13	1	0	1
Dennis, Austin	107	40	8	12	14
Diaz, Salvador	37	3	0	0	2
Fortin, Brian	5	0	0	0	0
Gonzalez, Estela	0	0	0	0	0
Harris, Tanner	87	8	0	3	3
Kates, Courtney	0	0	0	0	0
Langlois, Joey	0	0	0	0	0
Nordman, Ron	34	0	0	7	12
Rhodes, Brandon	303	41	2	5	15
Schild, Andrew	44	3	1	3	3
Schmick, Dylan	57	7	1	2	3
Tomaras, Troy	1	1	0	0	0
Watkins, Daniel	62	14	3	4	4



Daily Incident Log



Print Date/Time: 05/13/2024 08:46
Login ID: mbarr
Disposition: All

From Date: 04/01/2024 00:00
To Date: 04/30/2024 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/01/2024 00:58	Traffic Call	2024-00003281	1350 THE DALLES MILITARY RD	IBANIZ, MAGGIE	No	CPPD 431	431
04/01/2024 02:14	Premises Check	2024-00003282	621 SE 8TH ST	,	No	431	431
04/01/2024 03:01	Traffic Stop	2024-00003283	S HWY 125 / S COLLEGE AVE	,	No	431	431
04/01/2024 04:26	Traffic Stop	2024-00003284	S HWY 125 / S COLLEGE AVE	,	No	410	410
04/01/2024 04:43	Traffic Stop	2024-00003285	S HWY 125 / SE COMMERCIAL DR	,	No	431	431
04/01/2024 05:45	Traffic Stop	2024-00003286	S MYRA RD / SE GARRISON VILLAGE WAY	,	No	410	410
04/01/2024 05:55	Premises Check	2024-00003287	1240 SE COMMERCIAL DR	,	No	417	417
04/01/2024 06:00	Assist	2024-00003288	105 BEARSVILLE LN	SNIDER, MARANTHA	Yes	419	419
04/01/2024 06:34	Parking Complaint	2024-00003289	628 SE BIRCH AVE	,	No	417	417
04/01/2024 06:40	Parking Complaint	2024-00003290	418 SE ELM AVE	,	No	417	417
04/01/2024 06:41	Premises Check	2024-00003291	1017 NE C ST	,	No	416	416
04/01/2024 06:44	Traffic Stop	2024-00003292	1100 NE C ST	,	No	417	417
04/01/2024 06:45	Premises Check	2024-00003293	801 SE LARCH AVE	,	No	416	416
04/01/2024 07:07	Premises Check	2024-00003294	1100 NE C STREET, COLLEGE PLACE	,	No	409	409
04/01/2024 09:21	Premises Check	2024-00003295	729 S COLLEGE AVE	,	No	417	417
04/01/2024 10:14	Traffic Stop	2024-00003296	SE 4TH ST / SE BIRCH AVE	,	No	417	417
04/01/2024 10:31	Traffic Stop	2024-00003297	E WHITMAN DR / NE IVY LN	,	No	416	416
04/01/2024 10:37	Traffic Stop	2024-00003298	NE C ST / NE REDWOOD PL	,	No	417	417
						416	416

Daily Incident Log



Print Date/Time: 05/13/2024 08:46
Login ID: mbarr
Disposition: All

From Date: 04/01/2024 00:00
To Date: 04/30/2024 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/01/2024 10:40	Accident Non Injury	2024-00003300	530 SE 6TH ST	CHAMBERLAIN, RANDY	No	417	417
04/01/2024 10:42	Premises Check	2024-00003299	173 N COLLEGE AVE	,	No	416	416
04/01/2024 10:57	Paper Service	2024-00003301	705 1/2 SE 6TH ST	,	No	409	409
					No	417	417
					No	417	417
					No	416	416
					No	409	409
04/01/2024 11:00	Paper Service	2024-00003302	238 NE DAMSON AVE	,	No	417	417
					No	409	409
04/01/2024 11:05	Paper Service	2024-00003303	407 W WHITMAN DR	,	No	417	417
					No	409	409
04/01/2024 11:13	Premises Check	2024-00003304	453 SW HOMESTEAD AVE	,	No	417	417
04/01/2024 11:14	Premises Check	2024-00003305	1700 SE MEADOWBROOK BLVD	,	No	416	416
04/01/2024 11:15	Traffic Stop	2024-00003306	SE 4TH ST / SE ELM AVE	,	No	417	417
					No	409	409
04/01/2024 11:22	Premises Check	2024-00003307	1100 NE C ST	,	No	416	416
04/01/2024 11:34	Traffic Stop	2024-00003308	OLD MILTON HWY / S HWY 125	,	No	417	417
04/01/2024 11:49	Traffic Call	2024-00003309	1300 SW VIRGINIA ST BLK	BAUER, IVAN	No	417	417
					No	416	416
					No	409	409
04/01/2024 11:49	Information Report	2024-00003310	411 SE ELM AVE	SENGSAVANG, HEATHER	No	417	417
04/01/2024 13:40	Child Abuse	2024-00003311	518 SE BIRCH AVE	DCYF, INTAKE ID	No	411	411
04/01/2024 14:39	Extra Patrol	2024-00003312	207 SE MOUNTAIN VIEW DR	BROWN, RICK	No	409	409
04/01/2024 14:55	Animal Call	2024-00003313	1700 SE MEADOWBROOK BLVD	CARLISLE, SHARA	No	419	419
					No	417	417
04/01/2024 15:28	Intoxicated Person	2024-00003314	WALLULA AVE / S HUSSEY ST	ZEHNER, ETHAN	No	419	419

Daily Incident Log



Print Date/Time: 05/13/2024 08:46
Login ID: mbarr
Disposition: All

From Date: 04/01/2024 00:00
To Date: 04/30/2024 23:59

ORI Number: College Place Police Dept
WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/01/2024 15:28	Intoxicated Person	2024-00003314	WALLULA AVE / S HUSSEY ST	ZEHNER, ETHAN	No	417	417
04/01/2024 17:12	Suicide Threats	2024-00003315	623 S COLLEGE AVE	ARELLANO, JULISSA	No	409	409
04/01/2024 18:07	Accident Hit and Run	2024-00003316	S HWY 125 / S MYRA RD	WSP DISPATCH,	No	419	419
04/01/2024 18:18	Assist	2024-00003317	1700 SE MEADOWBROOK BLVD	CHINN, ROGER	No	419	419
04/01/2024 19:08	Traffic Call	2024-00003318	S HWY 125 / S COLLEGE AVE	MCMICHAEL, KATIE	No	403	403
04/01/2024 20:14	Traffic Stop	2024-00003319	S COLLEGE AVE / SW 13TH ST	,	No	419	419
04/01/2024 20:47	Threats	2024-00003320	103 SE 10TH ST	LUXTON, LISA	Yes	403	403
04/01/2024 23:16	Citizen Contact	2024-00003321	W ROSE ST / WOODLAND AVE	,	No	410	410
Total Incidents for 04/01/2024 : 41							
04/02/2024 02:47	Traffic Stop	2024-00003322	STATELINE RD / S HWY 125	,	No	431	431
04/02/2024 03:37	Information Report	2024-00003323	256 SE ROSEVILLE LN	STAMPHER, BILL	No	410	410
04/02/2024 04:19	Traffic Stop	2024-00003324	SE MEADOWBROOK BLVD / S HWY 125	,	No	431	431
04/02/2024 05:55	Premises Check	2024-00003325	1240 SE COMMERCIAL DR	,	No	417	417
04/02/2024 06:00	Parking Complaint	2024-00003326	800 SE SENTRY DR	,	No	417	417
04/02/2024 06:04	Parking Complaint	2024-00003327	800 SE SENTRY DR	,	No	417	417
04/02/2024 06:11	Parking Complaint	2024-00003328	48 SW EVANS AVE	,	No	417	417
04/02/2024 06:17	Parking Complaint	2024-00003329	630 SE 6TH ST	,	No	417	417
04/02/2024 06:19	Citizen Contact	2024-00003330	630 SE 6TH ST	,	No	417	417

Daily Incident Log



Print Date/Time: 05/13/2024 08:46
Login ID: mbarr
Disposition: All

From Date: 04/01/2024 00:00
To Date: 04/30/2024 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/02/2024 06:27	Parking Complaint	2024-00003331	608 SE 6TH ST	,	No	417	417
04/02/2024 07:30	Premises Check	2024-00003332	1017 NE C ST	,	No	416	416
04/02/2024 07:35	Follow Up	2024-00003333	619 S COLLEGE AVE	,	No	417	417
04/02/2024 07:40	Premises Check	2024-00003334	1755 S COLLEGE AVE	,	No	417	417
04/02/2024 08:13	Traffic Stop	2024-00003335	S COLLEGE AVE / SE CEDAR BEND DR	,	No	409	409
04/02/2024 08:33	Premises Check	2024-00003336	1100 NE C ST	,	No	417	417
04/02/2024 08:47	Premises Check	2024-00003337	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/02/2024 09:06	Animal Noise Complaint	2024-00003338	SE 9TH ST / SE BIRCH AVE	CC, M	No	407	407
04/02/2024 09:19	Parking Complaint	2024-00003339	104 SE 12TH ST	,	No	416	416
04/02/2024 09:19	Theft	2024-00003340	1700 SE MEADOWBROOK BLVD	,	No	448	448
04/02/2024 09:39	Parking Complaint	2024-00003341	721 S COLLEGE AVE	,	Yes	409	409
04/02/2024 10:28	Premises Check	2024-00003342	1100 NE C ST	,	No	448	448
04/02/2024 10:58	Animal Call	2024-00003343	1700 SE MEADOWBROOK BLVD	COMPTON, LYNN	No	416	416
04/02/2024 11:03	Harassment	2024-00003344	831 NE DAWSON ST	FIELDS, RALPH	No	407	407
04/02/2024 12:38	Accident Unknown Injury	2024-00003345	197 MOJONNIER RD	,	Yes	417	417
						416	416
						407	407
						417	417
						416	416
						409	409
						407	407

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/02/2024 13:56	Accident Non Injury	2024-00003346	CLARENCE AVE / MOJONNIER RD	,	No	417	417
04/02/2024 14:15	Liquor Violation	2024-00003348	1700 SE MEADOWBROOK BLVD	ORTIZ, ELISABETH	No	419	419
04/02/2024 14:16	Follow Up	2024-00003347	619 S COLLEGE AVE	,	No	417	417
04/02/2024 14:28	Information Report	2024-00003349	200 W SUMACH ST BLK	,	No	407	407
04/02/2024 14:33	Premises Check	2024-00003350	801 SE LARCH AVE	,	No	417	417
04/02/2024 14:36	Animal Call	2024-00003351	207 NE A ST	, JASSELYN	No	417	417
04/02/2024 14:38	Traffic Stop	2024-00003352	S COLLEGE AVE / SE 8TH ST	,	No	448	448
04/02/2024 14:49	Premises Check	2024-00003353	225 SE DATE AVE	,	No	417	417
04/02/2024 16:29	Traffic Stop	2024-00003354	SE LARCH AVE / SE 3RD ST	,	No	419	419
04/02/2024 18:24	Parking Complaint	2024-00003356	SW 6TH ST / S COLLEGE AVE	BOUTA, DALE	No	403	403
04/02/2024 18:26	Premises Check	2024-00003355	1700 SE MEADOWBROOK BLVD	,	No	419	419
04/02/2024 18:51	Animal Noise Complaint	2024-00003357	1214 SW SETTLEMENT ST	BERKENDILE, ADDIE	No	418	418
04/02/2024 19:48	Fail to Yield	2024-00003358	S HWY 125 / FARMLAND RD	,	No	419	419
04/02/2024 19:57	Traffic Stop	2024-00003359	N COLLEGE AVE / NW B ST	,	No	418	418
04/02/2024 20:12	Follow Up	2024-00003360	103 SE 10TH ST	,	No	431	431
04/02/2024 20:17	Traffic Stop	2024-00003361	S HWY 125 / FARMLAND RD	,	No	431	431
04/02/2024 21:02	Alarm	2024-00003362	1117 S COLLEGE AVE	ELEC, WW	No	410	410

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/02/2024 21:02	Alarm	2024-00003362	1117 S COLLEGE AVE	ELEC, WW	No	431	431
04/02/2024 21:04	Citizen Contact	2024-00003363	1700 SE MEADOWBROOK BLVD	,	No	419	419
04/02/2024 22:05	Suspicious Activity	2024-00003365	929 SE BIRCH AVE	BEERMAN, ARIANNA	No	431	431
04/02/2024 22:07	Traffic Stop	2024-00003364	SE 6TH ST / S COLLEGE AVE	,	No	418	418
04/02/2024 22:24	Harassment	2024-00003368	109 SW 9TH ST	HARDIN, ADRIA	No	410	410
04/02/2024 22:34	Premises Check	2024-00003366	1700 SE MEADOWBROOK BLVD	,	No	419	419
04/02/2024 22:36	Premises Check	2024-00003367	1700 SE MEADOWBROOK BLVD	,	No	419	419
						418	418
						415	415

Total Incidents for 04/02/2024 : 47

04/03/2024 00:27	Citizen Contact	2024-00003369	SE CEDAR AVE / SE 9TH ST	,	No	418	418
						415	415
04/03/2024 00:33	Traffic Stop	2024-00003370	720 S COLLEGE AVE	,	No	431	431
04/03/2024 02:11	Traffic Stop	2024-00003371	S HWY 125 / FARMLAND RD	,	Yes	410	410
						404	404
						419	419
						418	418
						410	410
04/03/2024 03:12	Premises Check	2024-00003372	1700 SE MEADOWBROOK BLVD	,	No	431	431
04/03/2024 05:49	Traffic Stop	2024-00003373	S HWY 125 / OLD MILTON HWY	,	No	431	431
04/03/2024 06:34	Parking Complaint	2024-00003374	200 SE ASH AVE	,	No	410	410
04/03/2024 06:55	Animal Call	2024-00003375	508 SE 5TH ST	,	No	431	431
04/03/2024 09:18	Information Report	2024-00003383	SE 12TH ST / SE DATE AVE	CLARK, CAMERON	No	448	448

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/03/2024 09:56	Premises Check	2024-00003376	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/03/2024 09:57	Premises Check	2024-00003377	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/03/2024 11:17	Animal Call	2024-00003379	1011 SW PUFF LN	GARCIA, ADRIAN	No	448	448
04/03/2024 11:27	Parking Complaint	2024-00003378	411 SE ELM AVE	,	No	448	448
04/03/2024 11:55	Shoplifting	2024-00003380	1700 SE MEADOWBROOK BLVD	CPPD, 407	No	416	416
04/03/2024 13:53	Accident Ped/Bicyclist	2024-00003381	E CHESTNUT ST / HOWARD ST	LEMUS, AMANDA	No	407	407
04/03/2024 14:05	Information Report	2024-00003382	27 N 2ND AVE	,	No	CPPD	
04/03/2024 14:47	Information Report	2024-00003384	21 SW ACADEMY WAY	TURNER, ANITA	No	407	407
04/03/2024 15:06	Theft	2024-00003385	360 SW 12TH ST	HUETT, SUSAN	Yes	419	419
						417	417
						410	410
						411	411
						431	431
						407	407
04/03/2024 18:14	Traffic Stop	2024-00003386	SE LARCH AVE / SE 8TH ST	,	No	418	418
						404	404
04/03/2024 18:34	Traffic Stop	2024-00003387	SE ASH AVE / SE 3RD ST	,	No	418	418
04/03/2024 19:09	Threats	2024-00003388	313 WALLULA AVE	PALMER, GLENN	No	418	418
04/03/2024 20:32	Paper Service	2024-00003389	311 NE CARGILL AVE	,	No		
04/03/2024 21:10	Premises Check	2024-00003390	1700 SE MEADOWBROOK BLVD	,	No	418	418
						415	415
04/03/2024 21:43	Paper Service	2024-00003391	335 N COLLEGE AVE	,	No		
04/03/2024 22:19	Traffic Stop	2024-00003392	S COLLEGE AVE / SE 10TH ST	,	No	415	415
04/03/2024 23:25	Animal Call	2024-00003393	SW 2ND ST / SW DAVIS AVE	SEGOVIA, JUAN	No	418	418
						404	404

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 04/03/2024 : 25							
04/04/2024 00:08	Shots Fired	2024-00003394	404 N COLLEGE AVE	ORTEGA, WENDY	No	415	415
04/04/2024 00:51	Traffic Stop	2024-00003395	N COLLEGE AVE / NE A ST	,	No	404	404
04/04/2024 05:14	Phone Message	2024-00003396	300 W ALDER ST 1	, JAIL	No	418	418
04/04/2024 06:35	Parking Complaint	2024-00003397	200 SE ASH AVE	,	No	415	415
04/04/2024 06:47	Premises Check	2024-00003398	1017 NE C ST	,	No	415	415
04/04/2024 06:59	Premises Check	2024-00003399	1755 S COLLEGE AVE	,	No	415	415
04/04/2024 09:27	Wanted Person	2024-00003400	SE 10TH ST / S COLLEGE AVE	CPPD, 407	Yes	416	416
04/04/2024 09:47	Citizen Contact	2024-00003401	26 SW 8TH ST	COLVIN, JAN	No	407	407
04/04/2024 12:24	Paper Service	2024-00003402	311 NE CARGILL AVE	,	No	416	416
04/04/2024 12:51	Suspicious Activity	2024-00003403	115 SE 9TH ST	VANDERKOOY, AUSTIN	No	416	416
04/04/2024 13:03	Premises Check	2024-00003404	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/04/2024 14:26	Alarm	2024-00003405	670 SE WHIMBREL LOOP	SIMPLISAFE, ALEXIS	No	416	416
04/04/2024 16:18	Information Report	2024-00003406	421 SE 4TH ST	WAHNER, DOUG	Yes	407	407
04/04/2024 16:25	Alarm	2024-00003407	1705 SE MEADOWBROOK BLVD 7	, BELLA	No	404	404
04/04/2024 16:37	Assist	2024-00003408	220 SE 11TH ST	CCFD, E3011	No	404	404
04/04/2024 18:04	Paper Service	2024-00003409	210 N COLLEGE AVE 3	,	No	418	418
04/04/2024 18:19	Paper Service	2024-00003410	813 SE BIRCH AVE	,	No	418	418
04/04/2024 18:25	Harassment	2024-00003411	831 NE DAWSON ST	FIELDS, RALPH	No	418	418
04/04/2024 19:26	Traffic Stop	2024-00003412	N COLLEGE AVE / NW B ST	,	No	418	418
04/04/2024 19:44	Harassment	2024-00003413	1268 SE 12TH ST	SISLER, DIANE	No	418	418

Daily Incident Log



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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/04/2024 19:44	Harassment	2024-00003413	1268 SE 12TH ST	SISLER, DIANE	No	CPPD 404	404
04/04/2024 20:08	Paper Service	2024-00003414	311 NE CARGILL AVE	,	No		
04/04/2024 21:04	Premises Check	2024-00003415	1700 SE MEADOWBROOK BLVD	,	No	418	418
04/04/2024 21:48	Traffic Stop	2024-00003416	SE LARCH AVE / SE 5TH ST	,	No	415	415
04/04/2024 22:02	Traffic Stop	2024-00003417	SE LARCH AVE / SE TAMARACK ST	,	No	415	418
04/04/2024 22:24	Traffic Stop	2024-00003418	SE LARCH AVE / SE GARRISON VILLAGE WAY	,	No	418	415
04/04/2024 22:40	Traffic Stop	2024-00003419	S COLLEGE AVE / SE 3RD ST	,	No	418	415
04/04/2024 22:53	Traffic Stop	2024-00003420	N MYRA RD / W PINE ST	,	No	418	415
04/04/2024 23:44	Traffic Stop	2024-00003421	N COLLEGE AVE / NW B ST	,	No	415 418	418
Total Incidents for 04/04/2024 : 28							
04/05/2024 00:12	Citizen Contact	2024-00003422	SW 10TH ST / SW PUFF LN	,	No	418	418
04/05/2024 00:40	Parking Complaint	2024-00003423	NE ROSE ST / NE ASH AVE	,	No	415	415
04/05/2024 05:04	Alarm	2024-00003424	1117 S COLLEGE AVE	WW ELECTRIC,	No	404	404
04/05/2024 11:37	Information Report	2024-00003425	1735 SE MEADOWBROOK BLVD	CALLAHAN, ANDREW	No	415	415
04/05/2024 11:53	Paper Service	2024-00003426	311 NE CARGILL AVE	,	No		
04/05/2024 12:00	Paper Service	2024-00003427	1218 SE TRENTWOOD DR	,	No		
04/05/2024 12:07	Paper Service	2024-00003429	1148 SE SURITA CT	,	No		
04/05/2024 12:10	Paper Service	2024-00003428	1309 SW JULIA ST	,	No		
04/05/2024 12:14	Paper Service	2024-00003430	1423 SE NEWGATE DR	,	No		
04/05/2024 12:18	Paper Service	2024-00003431	1343 SE NEWGATE DR	,	No		

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04/05/2024 12:23	Paper Service	2024-00003432	1232 SE NEWGATE DR	,	No		
04/05/2024 12:40	Paper Service	2024-00003433	1152 SE FALBO DR	,	No		
04/05/2024 12:57	Premises Check	2024-00003434	1100 NE C ST	,	No	416	416
04/05/2024 12:59	Paper Service	2024-00003435	1222 SE FALBO DR	,	No		
04/05/2024 13:04	Premises Check	2024-00003436	1755 S COLLEGE AVE	,	No	416	416
04/05/2024 13:05	Paper Service	2024-00003437	1204 SE SCENIC VIEW DR	,	No		
04/05/2024 13:13	Paper Service	2024-00003438	1141 SE SCENIC VIEW DR	,	No		
04/05/2024 13:21	Premises Check	2024-00003439	1700 SE MEADOWBROOK BLVD	,	No	416	416
04/05/2024 13:47	Phone Message	2024-00003440	625 S COLLEGE AVE	MOLINA, VICTOR	No	407	407
04/05/2024 13:59	Premises Check	2024-00003441	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/05/2024 14:13	Civil Problem	2024-00003442	531 NE VILLA AVE	NESTEBY, CLIFF	No	416	416
04/05/2024 14:43	Traffic Call	2024-00003443	S HWY 125 / SE MEADOWBROOK BLVD	GAINES, CRAIG	No	CPPD	
04/05/2024 17:13	Shoplifting	2024-00003444	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	418	418
04/05/2024 17:28	Paper Service	2024-00003445	311 NE CARGILL AVE	WATSON, DEBBIE	No	404	404
04/05/2024 17:59	Domestic Physical	2024-00003446	241 NE BIRCH AVE G	HOOKER, DANIEL	Yes	418	418
04/05/2024 18:47	Paper Service	2024-00003447	1141 SE SCENIC VIEW DR	,	No		
04/05/2024 18:52	Paper Service	2024-00003448	1152 SE FALBO DR	,	No		
04/05/2024 18:55	Paper Service	2024-00003449	1218 SE TRENTWOOD DR	,	No		
04/05/2024 19:00	Paper Service	2024-00003451	1423 SE NEWGATE DR	,	No		
04/05/2024 19:02	Shoplifting	2024-00003450	1700 SE MEADOWBROOK BLVD	ORTIZ, ELISABETH	Yes	418	418
04/05/2024 21:58	Traffic Stop	2024-00003452	1605 SE MEADOWBROOK BLVD	,	No	404	404
04/05/2024 22:19	Extra Patrol	2024-00003453	227 SE 11TH ST	BEERMAN, ARIANA	No	415	415
04/05/2024 22:35	Premises Check	2024-00003454	1700 SE MEADOWBROOK BLVD	,	No	404	404

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/05/2024 22:52	Custodial Interference/Problem	2024-00003455	24 NE IVY LN	OSORIO, CLARABELLE	No	418	418
04/05/2024 23:56	Traffic Stop	2024-00003456	SE LARCH AVE / SE SENTRY DR	,	No	418 415	418 415
Total Incidents for 04/05/2024 : 35							
04/06/2024 06:03	Parking Complaint	2024-00003457	339 SE HIGHLAND PARK DR	,	No	417	417
04/06/2024 06:05	Parking Complaint	2024-00003458	363 SE HIGHLAND PARK DR	,	No	417	417
04/06/2024 06:11	Parking Complaint	2024-00003459	662 SE 6TH ST	,	No	417	417
04/06/2024 06:16	Parking Complaint	2024-00003460	242 SE 6TH ST	,	No	417	417
04/06/2024 06:21	Premises Check	2024-00003461	270 SW 6TH ST	,	No	417	417
04/06/2024 06:25	Parking Complaint	2024-00003462	1028 SE BIRCH AVE	,	No	417	417
04/06/2024 06:30	Premises Check	2024-00003463	715 SE 12TH ST	,	No	417	417
04/06/2024 06:51	Extra Patrol	2024-00003464	227 SE 11TH ST	,	No	417	417
04/06/2024 08:25	Paper Service	2024-00003465	1141 SE SCENIC VIEW DR	,	No		
04/06/2024 08:44	Paper Service	2024-00003468	1423 SE NEWGATE DR	,	No		
04/06/2024 08:59	Premises Check	2024-00003466	453 SW HOMESTEAD AVE	,	No	417 409	417 409
04/06/2024 09:17	Follow Up	2024-00003467	360 SW 12TH ST	,	No	417 409	417 409
04/06/2024 09:56	Paper Service	2024-00003469	1419 SW JULIA ST	,	No		
04/06/2024 10:09	Accident Non Injury	2024-00003470	S MYRA RD / SE GARRISON VILLAGE WAY	MESA, RENALDO	No	417 409	417 409
04/06/2024 10:17	Information Report	2024-00003471	256 SE ROSEVILLE LN	STRAMPHER, BILL	No	409	409
04/06/2024 10:52	Phone Message	2024-00003473	623 S COLLEGE AVE	VILLALPANDO, MATTHEW	No	417 409	417 409
04/06/2024 10:52	Premises Check	2024-00003472	801 SE LARCH AVE	,	No	417	417
04/06/2024 10:54	Paper Service	2024-00003474	1152 SE FALBO DR	,	No		

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04/06/2024 11:16	Premises Check	2024-00003475	225 SE DATE AVE	,	No	409	409
04/06/2024 11:26	Premises Check	2024-00003476	1100 NE C ST	,	No	417	417
04/06/2024 11:32	Address Verification	2024-00003478	1023 SE BIRCH AVE	,	No		
04/06/2024 11:34	Alarm	2024-00003477	36 SW 8TH ST	CENTRAL STATION,	No	417	417
04/06/2024 12:05	Address Verification	2024-00003479	204 SE 12TH ST 2	,	No	409	409
04/06/2024 12:16	Traffic Stop	2024-00003480	SE 12TH ST / S MYRA RD	,	No	417	417
04/06/2024 12:49	Premises Check	2024-00003481	225 SE DATE AVE	,	No	417	417
04/06/2024 12:49	Suicide Threats	2024-00003482	256 SE ROSEVILLE LN	STRAMPHER, BILL	No	417	417
04/06/2024 13:42	Premises Check	2024-00003483	1700 SE MEADOWBROOK BLVD	,	No	409	409
04/06/2024 13:54	Follow Up	2024-00003484	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/06/2024 14:06	Trespass	2024-00003485	1700 SE MEADOWBROOK BLVD	,	Yes	417	417
04/06/2024 14:45	Citizen Contact	2024-00003486	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/06/2024 15:37	Unwanted Person	2024-00003487	103 SE 10TH ST	LUXTON, LISA	No	419	419
04/06/2024 17:22	Paper Service	2024-00003488	1152 SE FALBO DR	,	No	417	417
04/06/2024 17:26	Paper Service	2024-00003489	1141 SE SCENIC VIEW DR	,	No	409	409
04/06/2024 17:39	Paper Service	2024-00003490	1419 SW JULIA ST	,	No		
04/06/2024 18:19	Information Report	2024-00003491	516 NE VILLA AVE	MCDONNEL, JAN	No		
04/06/2024 18:24	Accident Non Injury	2024-00003492	SE 12TH ST / SE LARCH AVE	RODRIGUEZ, HUMBERTO	No	419	419
04/06/2024 19:44	Domestic Problem	2024-00003493	1263 SE FALBO DR	CASTOLDI, YOVANNE	No	409	409

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/06/2024 20:22	Traffic Stop	2024-00003494	400 S MAIN ST BLK	,	No	400	400
04/06/2024 21:37	Traffic Stop	2024-00003495	1200 SE 12TH ST	,	No	419	419
04/06/2024 21:46	Premises Check	2024-00003496	1700 SE MEADOWBROOK BLVD	,	No	431	431
04/06/2024 22:32	Animal Noise Complaint	2024-00003497	1185 SW SETTLEMENT ST	MAYNOR, BRETT	No	410	410
04/06/2024 23:13	Premises Check	2024-00003498	450 SW DOANS AVE	,	No	410	410
04/06/2024 23:45	Traffic Stop	2024-00003499	84 MOJONNIER RD	,	No	410	410
Total Incidents for 04/06/2024 : 43							
04/07/2024 00:12	Traffic Stop	2024-00003500	S HWY 125 / SE COMMERCIAL DR	,	No	410	410
04/07/2024 00:51	Traffic Stop	2024-00003501	TAUMARSON RD / PEPPERS BRIDGE RD	,	No	410	410
04/07/2024 01:20	Information Report	2024-00003502	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/07/2024 01:45	Premises Check	2024-00003503	1100 NE C ST	,	No	431	431
04/07/2024 02:31	Assist	2024-00003505	256 SE ROSEVILLE LN	STRAMPHER, BILL	Yes		
04/07/2024 02:32	Suspicious Activity	2024-00003504	503 S 2ND AVE	MITCHELL, ODARIUS	Yes	410	410
04/07/2024 04:01	Premises Check	2024-00003506	1017 NE C ST	,	No	431	431
04/07/2024 05:32	Assist	2024-00003507	1700 SE MEADOWBROOK BLVD	JESSE, JACOB	No	410	410
04/07/2024 05:57	Premises Check	2024-00003508	1240 SE COMMERCIAL DR	,	No	431	431
04/07/2024 06:16	Traffic Stop	2024-00003509	SW PUFF LN / SW 10TH ST	,	Yes	417	417
04/07/2024 06:52	Animal Call	2024-00003510	509 SE 8TH ST	HARDIN, TIFFANY	No	409	409
04/07/2024 08:24	Address Verification	2024-00003511	204 SE 12TH ST 2	,	No		
04/07/2024 08:29	Address Verification	2024-00003512	1023 SE BIRCH AVE	,	No		
04/07/2024 09:03	Unwanted Person	2024-00003513	54 N HUSSEY ST	BELL, JENNIFER	No	417	417

Daily Incident Log



Print Date/Time: 05/13/2024 08:46
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Disposition: All

From Date: 04/01/2024 00:00
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ORI Number: College Place Police Dept
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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/07/2024 09:03	Unwanted Person	2024-00003513	54 N HUSSEY ST	BELL, JENNIFER	No	409	409
04/07/2024 09:27	Alarm	2024-00003514	962 NE BELROY ST	SECURITY, CERTIFY	No	417	417
04/07/2024 10:05	Premises Check	2024-00003515	1017 NE C ST	,	No	409	409
04/07/2024 10:08	Premises Check	2024-00003516	1755 S COLLEGE AVE	,	No	417	417
04/07/2024 10:17	Accident Non Injury	2024-00003518	N COLLEGE AVE / WALLULA ROUNDABOUT	HOLDEN, LISA	No	409	409
04/07/2024 10:18	Premises Check	2024-00003517	225 SE DATE AVE	,	No	417	417
04/07/2024 11:34	Traffic Call	2024-00003519	S HWY 125 / SE MEADOWBROOK BLVD	PARRIS, WWSO	No	417	417
04/07/2024 11:50	Premises Check	2024-00003520	1700 SE MEADOWBROOK BLVD	,	No	CPPD	409
04/07/2024 11:55	Phone Message	2024-00003521	542 NE FLEETWOOD AVE	NESTEBY, ROBERT	No	417	417
04/07/2024 12:00	Vehicle Prowl	2024-00003522	890 NE MAKIAH CT	STEPPER, BRANDON	Yes	409	409
04/07/2024 12:59	Vehicle Prowl	2024-00003523	870 NE MAKIAH CT	BURNETT, VIRGINIA	Yes	417	417
04/07/2024 13:02	Vehicle Prowl	2024-00003524	870 NE MAKIAH CT	BURNETT, VIRGINIA	Yes	417	417
04/07/2024 14:03	Vehicle Prowl	2024-00003525	870 NE MAKIAH CT	,	Yes	417	417
04/07/2024 14:08	Vehicle Prowl	2024-00003526	855 NE MAKIAH CT	,	Yes	417	417
04/07/2024 14:13	Trespass	2024-00003527	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	419	419
04/07/2024 14:37	Vehicle Prowl	2024-00003528	283 NE MAPLE AVE	,	Yes	417	417
04/07/2024 15:02	Towed Vehicle	2024-00003532	322 N COLLEGE AVE	CC, ADAM	No	409	409
04/07/2024 15:04	Towed Vehicle	2024-00003529	322 N COLLEGE AVE	ADAM W/ LIGHTFOOTS,	No	417	417
04/07/2024 15:30	Shoplifting	2024-00003530	1017 NE C ST	WARNER, TRACY	Yes	419	419
						417	417
						409	409

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/07/2024 15:37	Violation of Court Order	2024-00003531	623 S COLLEGE AVE	PATTERSON, RACHEL	No	417	417
04/07/2024 17:50	Welfare Check	2024-00003533	1214 SE MURPHY LN	CC, ALLISON	No	419	419
04/07/2024 18:18	911 Call	2024-00003534	1067 SE CRESTLANE DR	,	No	403	403
04/07/2024 19:03	Suspicious Activity	2024-00003535	757 S MYRA RD	GREEN, AMY	Yes	CPPD	419
04/07/2024 20:01	Premises Check	2024-00003536	1700 SE MEADOWBROOK BLVD	,	No	419	410
04/07/2024 21:57	Traffic Stop	2024-00003537	N MYRA RD / W PINE ST	,	No	419	419
04/07/2024 22:00	Traffic Stop	2024-00003538	TAUMARSON RD / S HWY 125	,	No	410	410
04/07/2024 22:13	Assist	2024-00003539	1016 SW PUFF LN A	SUHADOLNIK, LUCAS	Yes	419	419
04/07/2024 22:34	Premises Check	2024-00003540	1700 MEADOWBROOK BLVD	,	No	431	431
04/07/2024 22:38	Traffic Stop	2024-00003541	S HWY 125 / S COLLEGE AVE	,	No	419	419
04/07/2024 22:45	Shoplifting	2024-00003542	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	410	410
04/07/2024 23:20	Domestic Problem	2024-00003543	529 SE DATE AVE	GARCIA, CHRISTIAN	No	431	403
					No	419	419
					No	410	410
					No	403	403

Total Incidents for 04/07/2024 : 44

04/08/2024 00:04	Alarm	2024-00003544	36 SW 8TH ST	CENTRAL STATION, 15	No	419	419
04/08/2024 01:38	Traffic Stop	2024-00003545	N COLLEGE AVE / NW B ST	,	No	431	431
04/08/2024 01:46	Premises Check	2024-00003546	1240 SE COMMERCIAL DR	,	No	410	410
04/08/2024 04:33	Traffic Stop	2024-00003547	S HWY 125 / S COLLEGE AVE	,	No	431	431
04/08/2024 04:35	Assist	2024-00003549	401 W POPLAR ST	SMMC, CORY	No	410	410
					No	431	431

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/08/2024 04:48	Traffic Stop	2024-00003548	TWIN CREEK PL / S MYRA RD	,	No	431	431
04/08/2024 05:54	Premises Check	2024-00003550	1755 S COLLEGE AVE	,	No	417	417
04/08/2024 06:02	Premises Check	2024-00003551	1240 SE COMMERCIAL DR	,	No	417	417
04/08/2024 06:18	Premises Check	2024-00003552	1100 NE C ST	,	No	417	417
04/08/2024 06:27	Extra Patrol	2024-00003553	897 NE MAKIAH CT	,	No	417	417
04/08/2024 06:34	Parking Complaint	2024-00003554	150 SE ASH AVE	,	No	417	417
04/08/2024 06:43	Premises Check	2024-00003555	31 SE ASH AVE	,	No	417	417
04/08/2024 06:47	Premises Check	2024-00003556	225 SE DATE AVE	,	No	417	417
04/08/2024 06:56	Extra Patrol	2024-00003557	227 SE 11TH ST	,	No	417	417
04/08/2024 07:52	Premises Check	2024-00003558	1017 NE C ST	,	No	417	417
04/08/2024 08:06	Traffic Stop	2024-00003559	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/08/2024 08:15	Traffic Stop	2024-00003560	E WHITMAN DR / SE BIRCH AVE	,	No	417	417
04/08/2024 08:19	Theft	2024-00003561	W WHITMAN DR / HAMPTON LN	LIENING, NATHAN	No	417	417
04/08/2024 08:30	Premises Check	2024-00003562	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/08/2024 08:38	Warrant Service	2024-00003563	300 W ALDER ST 1	,	No		
04/08/2024 09:02	Premises Check	2024-00003564	715 SE 12TH ST	,	No	417	417
04/08/2024 09:24	Malicious Mischief	2024-00003565	240 OWENS RD	, WADE	Yes	417	417
04/08/2024 10:56	Premises Check	2024-00003566	801 SE LARCH AVE	,	No	417	417
04/08/2024 11:46	Malicious Mischief	2024-00003567	22 S COLLEGE AVE	MAXTED, STACY	Yes	417	417
04/08/2024 11:57	Traffic Call	2024-00003568	N COLLEGE AVE / E WHITMAN DR	CC, F	No	417	417
04/08/2024 12:27	Assist	2024-00003569	522 SE 6TH ST	CC, M	No	417	417
04/08/2024 12:43	Assist	2024-00003570	1263 SE FALBO DR	CASTOLDI, YVONNE	No	416	416
04/08/2024 13:05	Follow Up	2024-00003571	22 S COLLEGE AVE	,	No	416	416
04/08/2024 13:08	Animal Call	2024-00003572	SE BEDFORD LOOP / SE 3RD ST	NOTTURNO, MYRNA	No	417	417
04/08/2024 13:09	Animal Noise Complaint	2024-00003573	21 SW 6TH ST	PIERCE, CHEYENNE	No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/08/2024 14:31	Traffic Stop	2024-00003574	202 SW DOANS AVE	,	No	419	419
04/08/2024 15:38	Follow Up	2024-00003575	619 S COLLEGE AVE	,	No	417	417
04/08/2024 15:59	Traffic Call	2024-00003577	S HWY 125 / STATELINE RD	CPPD, 419	No	417	417
04/08/2024 16:01	Permits and Licensing	2024-00003576	619 S COLLEGE AVE	RENEWAL BY ANDERSON,	No	CPPD	
04/08/2024 16:26	Citizen Contact	2024-00003578	720 S COLLEGE AVE	,	No	419	419
04/08/2024 17:02	Traffic Call	2024-00003579	42 NW EARL LN	DETWILER, PETER	No	403	403
04/08/2024 18:39	Follow Up	2024-00003580	1016 SW PUFF LN	,	No	419	419
04/08/2024 18:39	Assist	2024-00003581	241 NE BIRCH AVE G	GRABNER, BRANDON	No	403	403
04/08/2024 19:08	Trespass	2024-00003582	1700 SE MEADOWBROOK BLVD	,	No	419	419
04/08/2024 19:36	Assist	2024-00003583	420 SW 4TH ST 2	YONT, BRIANNA	Yes	403	403
04/08/2024 21:05	Information Report	2024-00003585	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	419	419
04/08/2024 21:16	Shoplifting	2024-00003584	1700 SE MEADOWBROOK BLVD	ORTIZ, ELISABETH	Yes	403	403
04/08/2024 22:28	Domestic Physical	2024-00003586	1833 FERN AVE	SINER, ANN	No	431	431
Total Incidents for 04/08/2024 : 43							
04/09/2024 00:32	Citizen Contact	2024-00003587	S MYRA RD / E WHITMAN DR	,	No	403	403
04/09/2024 00:36	911 Call	2024-00003588	256 SE ROSEVILLE LN	STRAMPHER, BILL	No	431	431
04/09/2024 00:44	911 Call	2024-00003589	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	403	403
04/09/2024 01:01	911 Call	2024-00003591	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	431	431
04/09/2024 01:08	911 Call	2024-00003590	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	403	403
04/09/2024 01:14	911 Call	2024-00003592	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	419	419

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/09/2024 01:16	911 Call	2024-00003593	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 01:17	Citizen Contact	2024-00003594	225 SE DATE AVE		No	431	431
04/09/2024 01:18	911 Call	2024-00003595	256 SE ROSEVILLE LN 11	STRAMPHER, BILL	No		
04/09/2024 01:20	911 Call	2024-00003596	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	403	403
04/09/2024 01:25	911 Call	2024-00003597	256 SE ROSEVILLE LN L	STRAMPHER, WILLIAM	No		
04/09/2024 01:28	Premises Check	2024-00003598	204 S COLLEGE AVE		No	431	431
04/09/2024 01:32	911 Call	2024-00003599	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 01:40	911 Call	2024-00003600	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 01:43	911 Call	2024-00003601	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 01:46	911 Call	2024-00003602	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 01:47	911 Call	2024-00003603	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:02	911 Call	2024-00003604	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:06	911 Call	2024-00003605	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:12	911 Call	2024-00003606	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:14	911 Call	2024-00003607	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:16	911 Call	2024-00003608	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:19	911 Call	2024-00003609	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:22	911 Call	2024-00003610	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:37	911 Call	2024-00003611	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:40	911 Call	2024-00003612	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:42	911 Call	2024-00003613	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	431	431
04/09/2024 02:49	911 Call	2024-00003614	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	403	403
04/09/2024 02:50	911 Call	2024-00003615	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:53	911 Call	2024-00003616	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:56	911 Call	2024-00003617	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 02:59	911 Call	2024-00003618	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:00	911 Call	2024-00003619	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/09/2024 03:01	911 Call	2024-00003620	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:20	911 Call	2024-00003621	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:21	911 Call	2024-00003622	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:35	911 Call	2024-00003623	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:37	911 Call	2024-00003624	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:39	911 Call	2024-00003625	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:42	911 Call	2024-00003626	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:44	911 Call	2024-00003627	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 03:48	911 Call	2024-00003628	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 04:07	911 Call	2024-00003629	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 04:28	911 Call	2024-00003630	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 04:40	911 Call	2024-00003631	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 04:54	911 Call	2024-00003632	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 04:56	911 Call	2024-00003633	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:03	911 Call	2024-00003634	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:12	911 Call	2024-00003635	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:15	911 Call	2024-00003636	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:18	Premises Check	2024-00003637	1240 SE COMMERCIAL DR	,	No	431	431
04/09/2024 05:20	Premises Check	2024-00003638	1250 SE COMMERCIAL DR	,	No	431	431
04/09/2024 05:22	Premises Check	2024-00003639	1225 SE COMMERCIAL DR	,	No	431	431
04/09/2024 05:24	911 Call	2024-00003640	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:26	911 Call	2024-00003641	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:30	911 Call	2024-00003642	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:32	911 Call	2024-00003643	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:33	911 Call	2024-00003644	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:34	911 Call	2024-00003645	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 05:39	Traffic Stop	2024-00003646	46.0463250000000000 - 118.3538299990000000	,	No	431	431

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/09/2024 05:53	Follow Up	2024-00003647	222 SE 10TH ST	,	No	431	431
04/09/2024 06:23	911 Call	2024-00003650	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 06:24	911 Call	2024-00003648	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 06:26	911 Call	2024-00003649	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 06:35	911 Call	2024-00003652	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 06:36	Parking Complaint	2024-00003651	200 SE ASH AVE	,	No	448	448
04/09/2024 06:36	911 Call	2024-00003653	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 06:43	911 Call	2024-00003654	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	409	409
04/09/2024 06:45	Parking Complaint	2024-00003655	SE ASH AVE / SE 2ND ST	,	No	448	448
04/09/2024 07:06	Illegal Dumping	2024-00003656	SE 12TH ST / SE GARRISON DR	REYNOLDS, BEATRICE	No	448	448
04/09/2024 07:23	911 Call	2024-00003657	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 07:41	Mental Health	2024-00003658	256 SE ROSEVILLE LN	, D50	No		
04/09/2024 07:43	911 Call	2024-00003659	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No		
04/09/2024 08:00	911 Call	2024-00003660	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 08:16	911 Call	2024-00003661	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 08:17	911 Call	2024-00003662	256 SE ROSEVILLE LN	,	No	CPPD	
04/09/2024 08:26	911 Call	2024-00003663	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 08:29	911 Call	2024-00003664	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	CPPD	
04/09/2024 08:33	911 Call	2024-00003665	256 SE ROSEVILLE LN	STRAMPHER, WILLIAM	No	409	409
04/09/2024 10:12	Traffic Call	2024-00003666	SW 10TH ST / S COLLEGE AVE	CONGLETON, CHLOE	No	407	407
04/09/2024 10:39	911 Call	2024-00003667	256 SE ROSEVILLE LN L	STRAMPHER, WILLIAM	No	409	409
04/09/2024 12:20	Fraud	2024-00003668	717 SE MAGNONI DR	BUSH, J KATHRYNE	No	407	407
04/09/2024 12:50	Juvenile Problem	2024-00003669	1775 S COLLEGE AVE	,	No	416	416
04/09/2024 12:55	Juvenile Problem	2024-00003670	1775 S COLLEGE AVE	,	No	416	416
04/09/2024 13:48	Suspicious Activity	2024-00003671	890 NE MAKIAH CT	STEPPER, BRANDON	No	419	419

Daily Incident Log



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From Date: 04/01/2024 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 #
04/09/2024 13:48	Suspicious Activity	2024-00003671	890 NE MAKIAH CT	STEPPER, BRANDON	No	409	409
04/09/2024 15:45	Animal Call	2024-00003672	1020 S COLLEGE AVE	,	No	407	407
04/09/2024 19:24	911 Call	2024-00003673	553 SW 3RD ST	NOSWORTHY, JORDAN	No	448	448
04/09/2024 19:59	Premises Check	2024-00003674	1100 NE C ST	,	No	419	419
04/09/2024 20:24	Warrant Confirmation	2024-00003675	1254 SW SETTLEMENT ST	,	Yes	419	419
						415	415
04/09/2024 20:33	Follow Up	2024-00003676	1700 SE MEADOWBROOK BLVD	,	No	403	403
04/09/2024 21:35	Unwanted Person	2024-00003677	316 SE 10TH ST	JACKSON, TARA	No	431	431
					No	419	419
						415	415
04/09/2024 21:51	Disturbance	2024-00003678	1100 SW BADE AVE BLK	WADE, COURTNEY	No	431	431
04/09/2024 22:26	Citizen Contact	2024-00003679	SE DATE AVE / SE 8TH ST	,	No	403	403
04/09/2024 22:47	Premises Check	2024-00003680	1700 SE MEADOWBROOK BLVD	,	No	419	419
					No	415	415
Total Incidents for 04/09/2024 : 94							
04/10/2024 00:48	Animal Noise Complaint	2024-00003681	1158 VALLEY ST	CAMPOS, DANIEL	No	431	431
04/10/2024 02:47	Traffic Stop	2024-00003682	NE CARGILL AVE / NE DAMSON AVE	,	No	431	431
04/10/2024 03:12	Traffic Stop	2024-00003683	SE 12TH ST / SE GARRISON DR	,	No		
04/10/2024 05:24	Premises Check	2024-00003684	1755 S COLLEGE AVE	,	No	431	431
04/10/2024 06:34	Parking Complaint	2024-00003685	200 SE ASH AVE	,	No	448	448
04/10/2024 11:02	Unwanted Person	2024-00003686	54 N HUSSEY ST	BELL, JENNIFER	No	412	412
						407	407
04/10/2024 11:47	Found Property	2024-00003687	619 S COLLEGE AVE	,	No	412	412
04/10/2024 13:14	Code Enforcement	2024-00003688	210 SE 4TH ST	,	No	448	448

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/10/2024 13:52	Fraud	2024-00003689	520 S COLLEGE AVE	VIPOND, TERRY	No	407	407
04/10/2024 14:19	Traffic Call	2024-00003690	236 N COLLEGE AVE	448, CPPD	No	CPPD	
04/10/2024 15:27	Theft Motor Vehicle	2024-00003691	1700 SE MEADOWBROOK BLVD	DAVIS, ROSETTA	No	412	412
04/10/2024 16:01	Premises Check	2024-00003692	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/10/2024 17:13	Warrant Service	2024-00003693	43 SE 10TH ST	,	Yes	418	418
04/10/2024 17:48	Accident Hit and Run	2024-00003695	1117 S COLLEGE AVE	LEAL, AALIYAH	No	418	418
04/10/2024 18:08	Traffic Stop	2024-00003694	1200 SE 12TH ST	,	No	418	418
04/10/2024 18:44	Animal Lost	2024-00003696	207 SE MOUNTAIN VIEW DR	BROWN, RICK	No		
04/10/2024 19:41	Traffic Stop	2024-00003697	E WHITMAN DR / S MYRA RD	,	No	418	418
04/10/2024 20:30	Traffic Stop	2024-00003698	SE 4TH ST / SE ASH AVE	,	No		
04/10/2024 20:42	Premises Check	2024-00003699	1700 SE MEADOWBROOK BLVD	,	No	418	418
04/10/2024 21:32	Traffic Stop	2024-00003700	SE LARCH AVE / SE 12TH ST	,	No	415	415
04/10/2024 22:55	Premises Check	2024-00003701	1700 SE MEADOWBROOK BLVD	,	No	415	415
04/10/2024 22:57	Traffic Stop	2024-00003702	NE ROSE ST / WALLULA AVE	,	No	418	418
04/10/2024 23:44	Accident Hit and Run	2024-00003703	1107 W CHESTNUT ST L	GAUTHIER, RHAWNIE	No	418	418
Total Incidents for 04/10/2024 : 23							
04/11/2024 06:34	Parking Complaint	2024-00003704	200 SE ASH AVE	,	No	448	448
04/11/2024 06:40	Parking Complaint	2024-00003705	200 SE ASH AVE	,	No	448	448
04/11/2024 10:23	Information Report	2024-00003706	742 S MYRA RD	MOORE, ARWIN	No	CPPD	
04/11/2024 11:01	Traffic Stop	2024-00003707	SILVERSTONE DR / N MYRA RD	,	No	407	407
04/11/2024 12:28	Malicious Mischief	2024-00003708	1755 S COLLEGE AVE	,	No	416	416

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/11/2024 12:36	Traffic Call	2024-00003709	SE LARCH AVE / SE SENTRY DR	,	No	416	416
04/11/2024 13:41	Traffic Stop	2024-00003710	SE 12TH ST / SE DEWEY DR	,	No	407	407
04/11/2024 15:46	Paper Service	2024-00003711	33 NW EARL LN	,	No	407	407
04/11/2024 15:52	Warrant Service	2024-00003712	630 SW 3RD ST	,	Yes	416	416
						412	412
						407	407
						404	404
						404	404
04/11/2024 16:10	Death Investigation	2024-00003713	225 SE 6TH ST	STETTLER, AL	Yes	404	404
04/11/2024 18:04	Paper Service	2024-00003714	33 NW EARL LN	,	No	418	418
04/11/2024 18:52	Animal Call	2024-00003715	NW EVANS AVE / W WHITMAN DR	CURNUCK, ISAAC	No		
04/11/2024 19:14	Paper Service	2024-00003716	1212 SE NEWGATE DR	,	No		
04/11/2024 19:29	Paper Service	2024-00003717	92 NW EARL LN	,	No		
04/11/2024 19:57	Assist	2024-00003718	755 S MYRA RD	,	No	418	418
04/11/2024 20:30	Premises Check	2024-00003719	1700 SE MEADOWBROOK BLVD	,	No	418	418
						415	415
04/11/2024 20:57	Traffic Call	2024-00003720	S HWY 125 / STATELINE RD	DISPATCH, MFPD	No	418	418
						415	415
04/11/2024 22:44	Premises Check	2024-00003721	1700 SE MEADOWBROOK BLVD	,	No	415	415
04/11/2024 22:45	Extra Patrol	2024-00003722	407 SW 3RD ST	NYE, ANDREW	No	418	418
Total Incidents for 04/11/2024 : 19							
04/12/2024 01:25	Traffic Stop	2024-00003723	S COLLEGE AVE / SE 4TH ST	,	No	418	418
						415	415
04/12/2024 02:22	Disturbance	2024-00003724	336 SW HOMESTEAD AVE	PETERSON\HUFF, BAILEY	No	418	418
						415	415
04/12/2024 06:37	Parking Complaint	2024-00003725	200 SE ASH AVE	,	No	448	448
04/12/2024 08:11	Burglary Attempted	2024-00003727	118 SW 10TH ST	MEZA, YESENIA	No	412	412

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/12/2024 08:11	Burglary Attempted	2024-00003727	118 SW 10TH ST	MEZA, YESENIA	No	407	407
04/12/2024 08:11	Animal Call	2024-00003726	637 SE 8TH ST	,	No	448	448
04/12/2024 08:39	Citizen Contact	2024-00003729	PEPPERS BRIDGE RD / TAUMARSON RD	UTMEN, GREG	No	412	412
04/12/2024 08:39	Traffic Call	2024-00003728	PEPPERS BRIDGE RD / TAUMARSON RD	UTMEN, GREG	No	407	407
04/12/2024 10:18	Fight	2024-00003730	1755 S COLLEGE AVE	, AMBER	No	412	412
04/12/2024 10:33	Fight	2024-00003731	1755 S COLLEGE AVE	,	No	407	407
04/12/2024 10:34	Information Report	2024-00003732	31 SE ASH AVE	ABARCA, ALICIA	Yes	CPPD	416
04/12/2024 10:44	Juvenile Problem	2024-00003733	1755 S COLLEGE AVE	,	No	416	416
04/12/2024 10:49	911 Call	2024-00003735	842 SE VINTAGE WAY	,	No	407	407
04/12/2024 10:53	Traffic Stop	2024-00003734	1725 SE MEADOWBROOK BLVD	,	No	412	412
04/12/2024 12:16	Welfare Check	2024-00003736	234 NW EVANS AVE	RYBARCZYK, SANDRA	No	412	412
04/12/2024 12:26	Premises Check	2024-00003737	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/12/2024 12:42	Follow Up	2024-00003738	ANDY'S MARKET	,	No	407	407
04/12/2024 13:17	Traffic Stop	2024-00003739	1715 SE MEADOWBROOK BLVD	,	No	412	412
04/12/2024 13:43	Vehicle Prowl	2024-00003740	230 NE FLOWERS LN	RODRIGUEZ, VERONICA	Yes	407	407
04/12/2024 13:53	Traffic Stop	2024-00003741	N COLLEGE AVE / NE C ST	,	No	412	412
04/12/2024 15:24	Citizen Contact	2024-00003742	26 SE 6TH ST	,	No	407	407
04/12/2024 16:16	Threats	2024-00003743	215 SE 6TH ST	MITCHELL, TWYLA	No	407	407
04/12/2024 16:27	Assault	2024-00003744	3550 STATELINE RD	GERRY, ROBERT	No	407	407
04/12/2024 19:59	Shoplifting	2024-00003745	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	418	418
04/12/2024 20:52	Violation of Court Order	2024-00003746	54 N HUSSEY ST	JONES, JENNIFER	Yes	404	404
						418	418

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/12/2024 22:15	Suspicious Activity	2024-00003747	SE 3RD ST / SE ASH AVE	HUSKINSON, SEAN	No	415	415
04/12/2024 22:32	Traffic Stop	2024-00003748	SW DAVIS AVE / SW 6TH ST	,	No	404	404
04/12/2024 22:42	Citizen Contact	2024-00003749	SW 6TH ST / SW BADE AVE	,	No	418	418
04/12/2024 22:55	Traffic Call	2024-00003750	S COLLEGE AVE / SE 4TH ST	, SEAN	No	415	415
04/12/2024 22:56	Death Investigation	2024-00003751	370 SE HIGHLAND PARK DR	MILLIGAN, BONNIE	No	404	404
04/12/2024 23:49	Traffic Stop	2024-00003752	N COLLEGE AVE / NE C ST	,	No	415	415
Total Incidents for 04/12/2024 : 30							
04/13/2024 00:33	Citizen Contact	2024-00003753	S COLLEGE AVE / SE 4TH ST	,	No	418	418
04/13/2024 05:57	Premises Check	2024-00003754	1240 SE COMMERCIAL DR	,	No	404	404
04/13/2024 06:17	Parking Complaint	2024-00003755	110 SE ASH AVE	,	No	417	417
04/13/2024 06:27	Extra Patrol	2024-00003756	879 NE MAKIAH CT	,	No	417	417
04/13/2024 08:03	Suspicious Activity	2024-00003757	1651 W ROSE ST	QUIGG, ASYSIA	No	417	417
04/13/2024 08:26	Premises Check	2024-00003758	1117 NE C ST	,	No	409	409
04/13/2024 08:39	Traffic Stop	2024-00003759	S COLLEGE AVE / S HWY 125	,	No	417	417
04/13/2024 08:49	Premises Check	2024-00003760	615 SE 8TH ST	,	No	417	417
04/13/2024 13:21	Suspicious Activity	2024-00003761	1700 SE MEADOWBROOK BLVD	KESSLER, DEANNA	No	417	417
04/13/2024 13:27	Animal Found	2024-00003762	614 SE KIWANIS DR	, MARGARET	No	409	409
					No	417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/13/2024 13:53	Premises Check	2024-00003763	801 SE LARCH AVE	,	No	417	417
04/13/2024 13:57	Premises Check	2024-00003764	1755 S COLLEGE AVE	,	No	409	409
04/13/2024 13:59	Traffic Call	2024-00003766	S HWY 125 / SE MEADOWBROOK BLVD	SARTIN, JODY	No	419	419
						417	417
04/13/2024 14:00	Premises Check	2024-00003765	240 OWENS RD	,	No	409	409
						419	419
04/13/2024 15:58	Shoplifting	2024-00003767	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/13/2024 17:57	Trespass	2024-00003768	1700 SE MEADOWBROOK BLVD	, 419	Yes	CPPD	
						419	419
						410	410
						409	409
04/13/2024 19:24	Paper Service	2024-00003769	22 SE 6TH ST 2	,	No		
04/13/2024 19:41	Paper Service	2024-00003770	92 NW EARL LN	,	No		
04/13/2024 20:23	Assist	2024-00003771	S HWY 125 / SE MEADOWBROOK BLVD	, WSP	Yes		
04/13/2024 21:41	Premises Check	2024-00003772	1700 SE MEADOWBROOK BLVD	,	No	431	431
04/13/2024 21:44	Violation of Court Order	2024-00003773	54 N HUSSEY ST	JONES, JENNIFER	Yes	419	419
						431	431
04/13/2024 22:02	Traffic Stop	2024-00003774	W ROSE ST / AVERY ST	,	No	410	410
04/13/2024 22:33	Traffic Stop	2024-00003775	SE 9TH ST / SE CEDAR AVE	,	No	419	419
						410	410
04/13/2024 22:45	Traffic Stop	2024-00003776	600 S COLLEGE AVE BLK	,	No	410	410
						431	431
04/13/2024 23:00	Suspicious Activity	2024-00003777	ELK HORN RD / PEPPERS BRIDGE RD	, T408	Yes	419	419
						410	410
04/13/2024 23:54	Traffic Stop	2024-00003778	SE 8TH ST / SE DATE AVE	,	Yes	410	410
						431	431

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 04/13/2024 : 26							
04/14/2024 00:45	Traffic Stop	2024-00003779	S COLLEGE AVE / SW 12TH ST	,	No	410	410
						431	431
04/14/2024 01:42	Traffic Stop	2024-00003780	N COLLEGE AVE / NE C ST	,	No	410	410
04/14/2024 01:51	Traffic Stop	2024-00003781	46.0542018490000000 - 118.3671483040000000	,	No	410	410
						431	431
04/14/2024 03:39	Suspicious Activity	2024-00003782	616 SE ELM AVE	TORRES, DIANA	No	410	410
						431	431
04/14/2024 03:43	Animal Noise Complaint	2024-00003783	112 SE 4TH ST	SERRANO, EMMANUEL	No	410	410
04/14/2024 04:09	Assist	2024-00003784	2998 WINONA LN	EDWARDS, AZARIAH	Yes	431	431
04/14/2024 05:24	Traffic Stop	2024-00003785	S HWY 125 / SE COMMERCIAL DR	,	No	410	410
						431	431
04/14/2024 05:44	Traffic Stop	2024-00003786	ORCHARD ST / S 9TH AVE	,	No	410	410
						431	431
04/14/2024 05:57	Premises Check	2024-00003787	1240 SE COMMERCIAL DR	,	No	417	417
04/14/2024 06:09	Premises Check	2024-00003788	240 OWENS RD	,	No	417	417
04/14/2024 06:21	Premises Check	2024-00003789	855 NE MAKIAH CT	,	No	417	417
04/14/2024 07:34	Premises Check	2024-00003790	1100 NE C ST	,	No	417	417
04/14/2024 08:55	Premises Check	2024-00003791	1017 NE C ST	,	No	417	417
04/14/2024 09:14	Disturbance	2024-00003792	226 SE 11TH ST	BRADSHAW, JEANIE	No	417	417
						409	409
04/14/2024 11:35	Theft	2024-00003793	1700 SE MEADOWBROOK BLVD	GILCHRIST, JAMES	No	409	409
04/14/2024 12:16	Premises Check	2024-00003794	240 OWENS RD	,	No	409	409
04/14/2024 13:24	Unwanted Person	2024-00003795	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	No	417	417
						409	409
04/14/2024 13:35	Unwanted Person	2024-00003796	1117 S COLLEGE AVE	GARDENER, KAYLEEN	No	417	417

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04/14/2024 13:35	Unwanted Person	2024-00003796	1117 S COLLEGE AVE	GARDENER, KAYLEEN	No	409	409
04/14/2024 14:10	Phone Message	2024-00003797	623 S COLLEGE AVE	STRAMPHER, WILLIAM	No	417	417
04/14/2024 15:45	Shoplifting	2024-00003798	1017 NE C ST	WARNER, TRACY	No	419	419
						417	417
						409	409
04/14/2024 16:12	Citizen Contact	2024-00003799	621 SE 8TH ST	,	No	419	419
04/14/2024 17:20	Premises Check	2024-00003800	SW DOANS AVE / W WHITMAN DR	,	No	417	417
						410	410
						431	431
04/14/2024 17:58	Unwanted Person	2024-00003801	1117 S COLLEGE AVE	, STEVE	No	419	419
						403	403
04/14/2024 18:30	Burglary	2024-00003802	850 NE MAKIAH CT	PAINTER, CARRIE	No	419	419
						417	417
04/14/2024 20:06	Citizen Contact	2024-00003803	625 S COLLEGE AVE	,	No	403	403
04/14/2024 20:51	Unwanted Person	2024-00003804	1700 SE MEADOWBROOK BLVD	,	Yes	419	419
						410	410
04/14/2024 21:06	Suspicious Activity	2024-00003805	1230 SE LARCH AVE	KELLY, BILL	No	417	417
						431	431
04/14/2024 21:18	Address Verification	2024-00003807	204 SE 12TH ST	,	No		
04/14/2024 21:20	Traffic Stop	2024-00003806	SW BADE AVE / SW 6TH ST	,	No	431	431
04/14/2024 22:52	Phone Message	2024-00003808	336 SW HOMESTEAD AVE	PETERSON-HUFF, BAILEY	Yes	410	410
						431	431
						403	403
Total Incidents for 04/14/2024 : 30							
04/15/2024 00:05	Suicide Attempt	2024-00003809	70 NE ROSE ST	NEWMAN, TIM	Yes	410	410
						403	403

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/15/2024 00:19	Traffic Stop	2024-00003810	N COLLEGE AVE / NW B ST	,	No		
04/15/2024 01:20	Unwanted Person	2024-00003811	1551 THE DALLES MILITARY RD	MEYER, JESSE	No	431	431
04/15/2024 02:26	Open Door/Window	2024-00003812	E WHITMAN DR / SE BIRCH AVE	,	No	410	410
04/15/2024 02:44	Premises Check	2024-00003813	204 S COLLEGE AVE	,	No	431	431
04/15/2024 05:39	Traffic Stop	2024-00003814	S HWY 125 / SE MEADOWBROOK BLVD	,	No	410	410
04/15/2024 05:43	Traffic Stop	2024-00003815	E WHITMAN DR / NE ALPINE DR	,	No	431	431
04/15/2024 05:55	Premises Check	2024-00003816	1755 S COLLEGE AVE	,	No	417	417
04/15/2024 06:03	Parking Complaint	2024-00003817	204 SE ASH AVE	,	No	417	417
04/15/2024 06:08	Premises Check	2024-00003818	31 SE ASH AVE	,	No	417	417
04/15/2024 06:13	Premises Check	2024-00003819	225 SE DATE AVE	,	No	417	417
04/15/2024 06:19	Extra Patrol	2024-00003820	869 NE MAKIAH CT	,	No	417	417
04/15/2024 06:30	Premises Check	2024-00003821	615 SE 8TH ST	,	No	417	417
04/15/2024 06:33	Premises Check	2024-00003822	715 SE 12TH ST	,	No	417	417
04/15/2024 06:41	Premises Check	2024-00003823	240 OWENS RD	,	No	417	417
04/15/2024 06:54	Assist	2024-00003824	SE LAMPERTI ST / S COLLEGE AVE	,	No	417	417
04/15/2024 08:18	Violation of Court Order	2024-00003825	1027 SW PUFF LN I	YACOVELLI, JENNIFER	Yes	417	417
04/15/2024 08:35	Burglary	2024-00003826	970 NE ROSE ST	PETERSON, RANDY	Yes	409	409
04/15/2024 08:47	Premises Check	2024-00003827	1017 NE C ST	,	No	417	417
04/15/2024 08:55	Traffic Stop	2024-00003828	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/15/2024 09:02	Traffic Stop	2024-00003829	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/15/2024 09:07	Traffic Stop	2024-00003830	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/15/2024 09:17	Civil Problem	2024-00003831	807 S COLLEGE AVE	PENNINGTON, TABITHA	No	417	417
04/15/2024 09:39	Traffic Stop	2024-00003832	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/15/2024 09:49	Premises Check	2024-00003833	801 SE LARCH AVE	,	No	417	417

Daily Incident Log



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Disposition: All

From Date: 04/01/2024 00:00
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ORI Number: College Place Police Dept
WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/15/2024 09:50	Traffic Stop	2024-00003834	SE LARCH AVE / SE 6TH ST	,	No	417	417
04/15/2024 09:56	Traffic Stop	2024-00003835	E WHITMAN DR / NE ALPINE DR	,	No	409	409
04/15/2024 10:08	Premises Check	2024-00003836	450 SW HOMESTEAD AVE	,	No	417	417
04/15/2024 10:15	Premises Check	2024-00003837	200 SW ACADEMY WAY	,	No	417	417
04/15/2024 10:53	Follow Up	2024-00003838	619 S COLLEGE AVE	,	No	417	417
04/15/2024 10:58	Citizen Contact	2024-00003839	175 BOYER DR	MCINTOSH, CARISSA	No	409	409
04/15/2024 12:10	Mental Health	2024-00003849	117 SE 12TH ST	AUSTIN, RACHEL	No		
04/15/2024 12:11	Found Property	2024-00003840	619 S COLLEGE AVE	,	No	417	417
04/15/2024 12:37	Premises Check	2024-00003841	1100 NE C ST	,	No	417	417
04/15/2024 12:48	Traffic Stop	2024-00003842	E WHITMAN DR / NE ASH AVE	,	No	417	417
04/15/2024 12:58	Bike Theft	2024-00003844	947 NE DAWSON ST	PEDERSEN, CAROLYN	Yes	409	409
04/15/2024 12:59	Traffic Stop	2024-00003843	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/15/2024 13:12	Premises Check	2024-00003845	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/15/2024 13:17	Extra Patrol	2024-00003846	970 NE ROSE ST	,	No	409	409
04/15/2024 13:23	Accident Unknown Injury	2024-00003848	SE MEADOWBROOK BLVD / S HWY 125	BROWN, JOHN	No	417	417
04/15/2024 13:24	Traffic Stop	2024-00003847	S HWY 125 / SE MEADOWBROOK BLVD	,	No	417	417
04/15/2024 13:59	Paper Service	2024-00003850	1700 SE MEADOWBROOK BLVD	,	No		
04/15/2024 14:30	Wanted Person	2024-00003851	43 SE 10TH ST	,	Yes	419	419
04/15/2024 16:41	Assist	2024-00003852	S HWY 125 / OLD MILTON HWY	,	No	417	417
04/15/2024 16:59	Suspicious Activity	2024-00003853	621 SW BADE AVE	COWLES, GENE	No	409	409
04/15/2024 17:38	Phone Message	2024-00003854	625 S COLLEGE AVE	CATRELL, SABRINA	No	419	419

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 WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/15/2024 18:26	Disturbance	2024-00003855	117 SE 12TH ST	AUSTIN, RACHEL	No	419	419
04/15/2024 20:08	Alarm	2024-00003856	520 S COLLEGE AVE	COOK SOLUTIONS, 11085	No	410	410
04/15/2024 23:14	Assist	2024-00003857	252 SE ROSEVILLE LN	CALDWELL, BOBBIE	No	419	419
						410	410
						431	431
Total Incidents for 04/15/2024 : 49							
04/16/2024 00:15	Citizen Contact	2024-00003858	1651 W ROSE ST	,	No	410	410
						431	431
04/16/2024 04:04	Suspicious Activity	2024-00003859	721 SE ELM AVE	REYES, EDUARDO	No	410	410
04/16/2024 05:55	Premises Check	2024-00003860	1755 S COLLEGE AVE	,	No	417	417
04/16/2024 06:03	Premises Check	2024-00003861	31 SE ASH AVE	,	No	417	417
04/16/2024 06:07	Premises Check	2024-00003862	225 SE DATE AVE	,	No	417	417
04/16/2024 06:10	Suspicious Activity	2024-00003863	1100 NE C ST	MATSON, SEAN	No	417	417
						412	412
04/16/2024 06:59	Premises Check	2024-00003864	1017 NE C ST	,	No	417	417
04/16/2024 07:03	Extra Patrol	2024-00003865	867 NE MAKIAH CT	,	No	417	417
04/16/2024 08:06	Follow Up	2024-00003866	619 S COLLEGE AVE	,	No	417	417
04/16/2024 08:24	Suicide Attempt	2024-00003870	1913 J ST	NUNEZ, CARLA	No	417	417
04/16/2024 08:25	Follow Up	2024-00003867	619 S COLLEGE AVE	,	No	417	417
04/16/2024 08:52	Premises Check	2024-00003868	1100 NE C ST	,	No	417	417
04/16/2024 09:04	Traffic Stop	2024-00003869	SE BIRCH AVE / E WHITMAN DR	,	No	417	417
04/16/2024 09:43	Welfare Check	2024-00003872	228 W WHITMAN DR	DOUGLAS, CARLIE	No	417	417
						412	412
						CPPD	
04/16/2024 10:06	Burglary	2024-00003871	201 NE LARCH AVE	SATURNO, DOUGLAS	No	417	417
						412	412

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/16/2024 11:12	Premises Check	2024-00003873	1715 SE MEADOWBROOK BLVD	,	No	417	417
04/16/2024 12:17	Paper Service	2024-00003874	50 NW B ST	,	No	412	412
04/16/2024 12:28	Paper Service	2024-00003875	73 NW EARL LN	,	No	412	412
04/16/2024 14:26	Traffic Stop	2024-00003876	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/16/2024 14:32	Traffic Stop	2024-00003877	N COLLEGE AVE / NE C ST	,	No	417	417
04/16/2024 14:41	Follow Up	2024-00003878	619 S COLLEGE AVE	,	No	412	412
04/16/2024 15:44	Animal Call	2024-00003879	TAUMARSON RD / SE LARCH AVE	CC, M	No	417	417
04/16/2024 17:43	Shoplifting	2024-00003880	1700 SE MEADOWBROOK BLVD	ORTIZ, ELIZABETH	Yes	418	418
04/16/2024 18:40	Domestic Problem	2024-00003881	553 SW 3RD ST	NOSWORTHY, JORDAN	No	431	431
04/16/2024 19:07	Traffic Stop	2024-00003882	SE PEPPERIDGE PL / SE RED OAK AVE	,	No	404	404
04/16/2024 19:46	Traffic Stop	2024-00003883	N COLLEGE AVE / NW B ST	,	No	418	418
04/16/2024 20:02	Traffic Stop	2024-00003884	OLD MILTON HWY / BUSSELL RD	,	No	410	410
04/16/2024 20:07	Traffic Stop	2024-00003885	SE 8TH ST / S COLLEGE AVE	,	No	418	418
04/16/2024 21:53	Citizen Contact	2024-00003886	625 S COLLEGE AVE	,	No	410	410
04/16/2024 22:20	Traffic Stop	2024-00003887	S COLLEGE AVE / SE SUNNY DR	,	No	418	418
04/16/2024 22:30	Traffic Stop	2024-00003888	S COLLEGE AVE / SE 4TH ST	,	No	410	410
04/16/2024 22:41	Theft Motor Vehicle	2024-00003889	325 W CHESTNUT ST	TORRES, MONICA	No	418	418
04/16/2024 23:07	Traffic Stop	2024-00003890	S COLLEGE AVE / MOJONNIER RD	,	No	418	418
04/16/2024 23:39	Traffic Stop	2024-00003891	NW B ST / NW RUBY LN	,	No	410	410
					No	418	418

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 04/16/2024 : 34							
04/17/2024 00:19	Premises Check	2024-00003892	1005 E WHITMAN DR	,	No	404	404
04/17/2024 09:35	Traffic Stop	2024-00003893	SE 4TH ST / S COLLEGE AVE	,	No	412	412
04/17/2024 10:54	Follow Up	2024-00003895	1700 SE MEADOWBROOK BLVD	REA, EMILY	No	416	416
04/17/2024 10:54	Sex Offense	2024-00003894	1700 SE MEADOWBROOK BLVD	REA, EMILY	No	407	407
04/17/2024 11:58	Paper Service	2024-00003896	336 SW HOMESTEAD AVE	,	No	416	416
04/17/2024 13:33	Animal Call	2024-00003897	S GOSE ST / WALLULA ROUNDABOUT	COX, KIM	No	407	407
04/17/2024 13:38	Citizen Contact	2024-00003898	39 NW B ST	RIVAS, ARTHUR	No	412	412
04/17/2024 13:46	Paper Service	2024-00003899	50 NW B ST	,	No	407	407
04/17/2024 14:23	Shoplifting	2024-00003900	1700 SE MEADOWBROOK BLVD	, CHRISTINE	No	412	412
04/17/2024 15:19	Phone Message	2024-00003901	625 S COLLEGE AVE	DAY, NICK	No	407	407
04/17/2024 15:43	Permits and Licensing	2024-00003902	619 S COLLEGE AVE	RENEWAL BY ANDERSON,	No	407	407
04/17/2024 18:54	Vehicle Prowl	2024-00003903	416 SE 6TH ST	ANDRADE, MARIA	Yes	418	418
04/17/2024 21:44	Violation of Court Order	2024-00003904	54 N HUSSEY ST	BELL, JENNIFER	No	418	418
04/17/2024 22:23	Premises Check	2024-00003905	1700 SE MEADOWBROOK BLVD	,	No	415	415
04/17/2024 22:27	Animal Noise Complaint	2024-00003906	1185 SW SETTLEMENT ST	FISHER, ERIC	No	418	418
04/17/2024 23:36	Traffic Stop	2024-00003907	1651 W ROSE ST	,	No	404	404
Total Incidents for 04/17/2024 : 16							
					No	418	418
						415	415

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/18/2024 00:16	Shots Fired	2024-00003908	207 NW LAURELLA LN	MAGI, ROSS	No	418	418
04/18/2024 00:41	Shots Fired	2024-00003909	201 SW 1ST ST	ALVAREZ, ALBERTO	No	418	415
04/18/2024 06:38	Parking Complaint	2024-00003910	200 SE ASH AVE		No	418	418
04/18/2024 10:18	Theft	2024-00003911	801 SE LARCH AVE	AGUILAR, BRENDA	Yes	412	412
04/18/2024 11:16	Citizen Contact	2024-00003912	619 S COLLEGE AVE	PETTRY, DELLA	No	412	412
04/18/2024 12:10	Assist	2024-00003913	1017 NE C ST	WILLIAMS, JUSTIN	No	412	412
04/18/2024 12:41	Code Enforcement	2024-00003914	SE 12TH ST / SE LARCH AVE		No	448	448
04/18/2024 12:43	Found Property	2024-00003915	1705 SE MEADOWBROOK BLVD 1	RICE, BARB	No	412	412
04/18/2024 13:24	Civil Problem	2024-00003916	227 SE ROSEVILLE LN	CLARK, BRITTANY	No	412	412
04/18/2024 14:45	Welfare Check	2024-00003917	105 SW SILVERSTAR LN 103	EDGAR, JORDAN	No	404	404
04/18/2024 15:15	Juvenile Problem	2024-00003918	1114 SE BIRCH AVE	MENDEZ, ALEJANDRA	No	412	412
04/18/2024 15:24	Accident Hit and Run	2024-00003922	115 W WHITMAN DR	RASMUSSEN, MEGAN	No	412	412
04/18/2024 15:30	Paper Service	2024-00003919	227 SE ROSEVILLE LN I		No	412	412
04/18/2024 15:37	Paper Service	2024-00003920	33 NW EARL LN		No	412	412
04/18/2024 15:49	Paper Service	2024-00003921	50 NW B ST		No	412	412
04/18/2024 16:44	Theft	2024-00003923	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	No	418	418
04/18/2024 17:33	Mental Health	2024-00003925	117 SE 12TH ST	AUSTIN, RACHEL	No	404	404
04/18/2024 18:29	Traffic Call	2024-00003924	N MYRA RD / W ROSE ST	UWELL, ANGIE	No	418	418
04/18/2024 18:58	Shoplifting	2024-00003926	1626 W POPLAR ST	EDIE,	No	418	418
04/18/2024 19:00	Shoplifting	2024-00003927	1571 W ROSE ST	GERALD,	No	404	404
04/18/2024 20:28	Domestic Problem	2024-00003928	70 NE ROSE ST	OLSON, DYLAN	No	418	418
						415	415

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/18/2024 20:38	Narcotics Call	2024-00003929	1755 S COLLEGE AVE	ZAMORA, OSCAR	No	404	404
04/18/2024 21:27	Man w/Gun	2024-00003930	NE C ST / N MYRA RD	CC, M REFUSED	No	418	418
						415	415
						404	404
04/18/2024 22:22	Premises Check	2024-00003931	1700 SE MEADOWBROOK BLVD	,	No	418	418
						415	415
Total Incidents for 04/18/2024 : 24							
04/19/2024 09:10	Found Property	2024-00003932	1004 SE 12TH ST	SOPER, LOIS	No	412	412
04/19/2024 09:33	Paper Service	2024-00003933	124 SW 12TH ST	,	No		
04/19/2024 09:39	Accident Unknown Injury	2024-00003934	204 S COLLEGE AVE	A3021, CPFD	No	412	412
						407	407
04/19/2024 10:01	Paper Service	2024-00003936	1700 SE MEADOWBROOK BLVD	,	No		
04/19/2024 10:09	Code Enforcement	2024-00003935	123 SE 4TH ST	,	No	448	448
04/19/2024 10:17	Code Enforcement	2024-00003937	112 SE 4TH ST	,	No	448	448
04/19/2024 10:34	Traffic Stop	2024-00003938	SW 6TH ST / SW BADE AVE	,	No	412	412
04/19/2024 12:18	Disturbance	2024-00003939	336 SW HOMESTEAD AVE	WAGNER, GLOVER	No	412	412
04/19/2024 12:53	Suspicious Activity	2024-00003941	117 SE 12TH ST	AUSTIN, RACHEL	No	412	412
						407	407
04/19/2024 12:54	Traffic Stop	2024-00003940	SE DATE AVE / SE 4TH ST	,	No	412	412
04/19/2024 14:22	Theft Motor Vehicle	2024-00003942	506 S 9TH AVE	CLIDIS, RICHARD	No	407	407
						412	412
04/19/2024 14:29	Unwanted Person	2024-00003943	970 NE ROSE ST	PETERSON, RANDY	No	CPPD	
						412	412
04/19/2024 18:57	Premises Check	2024-00003944	615 SE 8TH ST	,	No	407	407
04/19/2024 19:08	Animal Noise Complaint	2024-00003945	205 SW 12TH ST	BARRETT, JAMES	No	418	418
						418	418

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/19/2024 20:30	Traffic Stop	2024-00003946	SE CENTRAL AVE / SE MOUNTAIN VIEW DR	,	No		
04/19/2024 20:39	Traffic Stop	2024-00003947	S HWY 125 / S COLLEGE AVE	,	No		
04/19/2024 21:18	911 Call	2024-00003948	652 SW 1ST ST	USA, T-MOBILE	No	418	418
04/19/2024 21:26	Malicious Mischief	2024-00003949	320 SE 4TH ST A	SAAVEDRA, NAPTHALI	No	415	415
04/19/2024 21:55	Premises Check	2024-00003950	1700 SE MEADOWBROOK BLVD	,	No	418	415
04/19/2024 22:13	Traffic Stop	2024-00003951	S HWY 125 / S COLLEGE AVE	,	No	418	415
Total Incidents for 04/19/2024 : 20							
04/20/2024 00:06	Traffic Stop	2024-00003952	N COLLEGE AVE / NE C ST	,	No	418	418
04/20/2024 00:14	Traffic Stop	2024-00003953	830 NE ROSE ST	,	No	418	415
04/20/2024 00:43	Traffic Stop	2024-00003954	N COLLEGE AVE / NE C ST	,	No	418	418
04/20/2024 01:17	Traffic Stop	2024-00003955	N COLLEGE AVE / NE C ST	,	No	418	418
04/20/2024 05:55	Premises Check	2024-00003956	1240 SE COMMERCIAL DR	,	No	417	417
04/20/2024 06:11	Open Door/Window	2024-00003957	1240 SE COMMERCIAL DR	417, CPPD	No	417	417
04/20/2024 08:05	Premises Check	2024-00003958	801 SE LARCH AVE	,	No	409	417
04/20/2024 08:11	Extra Patrol	2024-00003959	882 NE MAKIAH CT	,	No	417	417
04/20/2024 08:17	House Check	2024-00003960	615 SE 8TH ST	,	No	417	417
04/20/2024 09:23	Phone Message	2024-00003961	619 S COLLEGE AVE	,	No	417	417
04/20/2024 10:23	Premises Check	2024-00003962	225 SE DATE AVE	,	No	417	417
04/20/2024 10:29	Premises Check	2024-00003963	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/20/2024 10:50	Premises Check	2024-00003964	240 OWENS RD	,	No	417	417
04/20/2024 11:02	Traffic Stop	2024-00003965	S COLLEGE AVE / S HWY 125	,	No	417	417

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04/20/2024 11:02	Traffic Stop	2024-00003965	S COLLEGE AVE / S HWY 125	,	No	409	409
04/20/2024 11:06	Mental Health	2024-00003967	1250 SE COMMERCIAL DR	GARCIA, GABRIELLA	No	409	409
04/20/2024 11:07	Premises Check	2024-00003966	1755 S COLLEGE AVE	,	No	417	417
04/20/2024 11:16	Traffic Stop	2024-00003968	S COLLEGE AVE / S HWY 125	,	No	417	417
04/20/2024 12:53	Traffic Call	2024-00003969	S HWY 125 / S COLLEGE AVE	DOUGHERTY, LONNIE	No	417	417
04/20/2024 13:05	Premises Check	2024-00003970	1100 NE C ST	,	No	409	409
04/20/2024 13:15	Shoplifting	2024-00003971	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	417	417
04/20/2024 14:28	Disturbance	2024-00003972	NE C ST / NE ASH AVE	GURNETT, MARLA	No	417	417
04/20/2024 14:48	Premises Check	2024-00003973	453 SW HOMESTEAD AVE	,	No	409	409
04/20/2024 16:13	Suspicious Activity	2024-00003974	SE BIRCH AVE / SE 12TH ST	GUTH, GERALD	No	417	417
04/20/2024 16:56	Child Neglect	2024-00003975	22 NE TREMONT DR	WRIGHT, ROSS	No	419	419
04/20/2024 17:03	Missing Person	2024-00003976	706 SE ELM AVE	CARRENO, LESLY	Yes	419	419
04/20/2024 18:10	Suspicious Activity	2024-00003977	SE ELM AVE / SE 8TH ST	SHOWALTER, MARYA	No	419	419
04/20/2024 18:26	Animal Found	2024-00003978	341 SW HOMESTEAD AVE	EDSON, PAIGE	No	418	418
04/20/2024 19:40	Premises Check	2024-00003979	1700 SE MEADOWBROOK BLVD	,	No	419	419
04/20/2024 20:15	Child Neglect	2024-00003981	21 SW 8TH ST 1	SAAVETRA, NATTHALI	No	410	410
04/20/2024 20:19	Citizen Contact	2024-00003980	625 S COLLEGE AVE	,	No	419	419
04/20/2024 21:02	Premises Check	2024-00003982	1700 SE MEADOWBROOK BLVD	,	No	431	431
04/20/2024 22:13	Suspicious Activity	2024-00003983	1000 SE GARRISON VILLAGE WAY BLK	MACAVOY, JACK	No	431	431
04/20/2024 22:58	Premises Check	2024-00003984	240 OWENS RD	,	No	419	419
04/20/2024 23:15	Traffic Stop	2024-00003985	2201 OLD MILTON HWY BLK	,	No	410	410
					No	431	431
					No	431	431
					No	431	431

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
Total Incidents for 04/20/2024 : 34							
04/21/2024 00:17	Follow Up	2024-00004053	304 NE SPRUCEWOOD PL	RIVERO, MARITZA	Yes	419	419
						410	410
						431	431
04/21/2024 00:17	Malicious Mischief	2024-00003986	304 NE SPRUCEWOOD PL	RIVERO, MARITZA	Yes	419	419
						410	410
						431	431
04/21/2024 01:43	Suspicious Activity	2024-00003987	SE ASH AVE / SE 4TH ST	, ALEXI	No	410	410
						431	431
04/21/2024 04:29	Premises Check	2024-00003988	1125 NE C ST	,	No	431	431
04/21/2024 04:31	Premises Check	2024-00003989	1129 NE C ST	,	No	431	431
04/21/2024 04:32	Premises Check	2024-00003990	1017 NE C ST	,	No	431	431
04/21/2024 04:38	Premises Check	2024-00003991	1100 NE C ST	,	No	431	431
04/21/2024 05:10	Traffic Stop	2024-00003992	S HWY 125 / SE COMMERCIAL DR	,	No	410	410
						431	431
04/21/2024 05:29	Traffic Stop	2024-00003993	S MYRA RD / TWIN CREEK PL	,	No	431	431
04/21/2024 05:52	Premises Check	2024-00003994	1195 E WHITMAN DR	,	No	431	431
04/21/2024 05:57	Premises Check	2024-00003995	1240 SE COMMERCIAL DR	,	No	417	417
04/21/2024 06:07	Extra Patrol	2024-00003996	851 NE MAKIAH CT	,	No	417	417
04/21/2024 06:13	Premises Check	2024-00003997	1017 NE C ST	,	No	417	417
04/21/2024 06:21	House Check	2024-00003998	615 SE 8TH ST	,	No	417	417
04/21/2024 06:26	Premises Check	2024-00003999	31 SE ASH AVE	,	No	417	417
04/21/2024 06:52	Premises Check	2024-00004000	240 OWENS RD	,	No	417	417
						409	409
04/21/2024 08:53	Traffic Stop	2024-00004001	S COLLEGE AVE / S HWY 125	,	No	417	417
04/21/2024 08:57	Address Verification	2024-00004002	204 SE 12TH ST 2	,	No		

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/21/2024 09:31	911 Call	2024-00004003	1440 SE GARRISON VILLAGE WAY	, MONITORING, CENTRAL STATION	No	CPPD	417
04/21/2024 09:50	Assist	2024-00004004	100 SW 4TH ST		No	417	
04/21/2024 10:04	Premises Check	2024-00004005	453 SW HOMESTEAD AVE	,	No	409	409
04/21/2024 11:31	Premises Check	2024-00004006	715 SE 12TH ST	,	No	417	417
04/21/2024 11:39	Premises Check	2024-00004007	801 SE LARCH AVE	,	No	409	409
04/21/2024 11:46	Traffic Stop	2024-00004008	SE 12TH ST / SE MURPHY LN	DUVAL, EATHAN LEE	Yes	417	417
04/21/2024 12:41	Premises Check	2024-00004009	1100 NE C ST	,	No	409	409
04/21/2024 13:20	Traffic Stop	2024-00004010	S COLLEGE AVE / SW SILVERSTAR LN	,	No	417	417
04/21/2024 13:27	Premises Check	2024-00004011	1700 SE MEADOWBROOK BLVD	,	No	409	409
04/21/2024 13:35	Mental Health	2024-00004012	1214 1/2 SE MURPHY LN	DOMINGAS, BARBARA	Yes	417	417
04/21/2024 17:17	Traffic Call	2024-00004013	S HWY 125 / SE MEADOWBROOK BLVD	CC, M	No	409	409
04/21/2024 17:26	Civil Problem	2024-00004014	1700 SE MEADOWBROOK BLVD	SALDANA, DONOVAN	No	419	419
04/21/2024 18:33	Citizen Contact	2024-00004015	SE 4TH ST / SE ASPEN LN	,	No	419	419
04/21/2024 18:40	Suspicious Activity	2024-00004016	227 SE ROSEVILLE LN F	CLARK, BRITTANY	No	403	403
04/21/2024 21:42	Premises Check	2024-00004017	801 SE LARCH AVE	,	No	419	419
04/21/2024 22:23	Unwanted Person	2024-00004018	2366 TAUMARSON RD	EREVIA, AZALEA	No	431	431
04/21/2024 22:35	Welfare Check	2024-00004020	120 1/2 SE 2ND ST	BOWES, AMBER	No	419	419
						410	410
						431	431
						403	403
						419	419
						417	417

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/21/2024 22:35	Welfare Check	2024-00004020	120 1/2 SE 2ND ST	BOWES, AMBER	No	409	409
04/21/2024 22:43	Traffic Stop	2024-00004019	S HWY 125 / S COLLEGE AVE	,	No	410	410
04/21/2024 23:55	Premises Check	2024-00004021	1711 TWIN CREEK PL	,	No	403	403
						431	431
Total Incidents for 04/21/2024 : 37							
04/22/2024 02:08	Traffic Stop	2024-00004022	S HWY 125 / STATELINE RD	,	No	431	431
04/22/2024 03:16	Premises Check	2024-00004023	204 S COLLEGE AVE	,	No	431	431
04/22/2024 03:27	Parking Complaint	2024-00004024	150 SE ASH AVE	,	No	431	431
04/22/2024 03:33	Parking Complaint	2024-00004025	174 SE ASH AVE	,	No	431	431
04/22/2024 04:17	Traffic Stop	2024-00004026	SE ASH AVE / SE 3RD ST	,	No	431	431
04/22/2024 05:21	Traffic Stop	2024-00004027	755 S MYRA RD	,	No	431	431
04/22/2024 05:55	Premises Check	2024-00004028	1240 SE COMMERCIAL DR	,	No	417	417
04/22/2024 06:13	Premises Check	2024-00004029	801 SE LARCH AVE	,	No	409	409
04/22/2024 06:32	Extra Patrol	2024-00004030	615 SE 8TH ST	,	No	417	417
04/22/2024 06:36	Parking Complaint	2024-00004031	210 SE ASH AVE	,	No	417	417
04/22/2024 06:46	Premises Check	2024-00004032	31 SE ASH AVE	,	No	417	417
04/22/2024 07:29	Extra Patrol	2024-00004033	855 NE MAKIAH CT	,	No	417	417
04/22/2024 07:45	Premises Check	2024-00004034	1017 NE C ST	,	No	417	417
04/22/2024 08:36	Traffic Stop	2024-00004035	E WHITMAN DR / SE BIRCH AVE	,	No	417	417
04/22/2024 08:58	Follow Up	2024-00004036	619 S COLLEGE AVE	,	No	417	417
04/22/2024 09:35	Premises Check	2024-00004037	225 SE DATE AVE	,	No	417	417
04/22/2024 09:42	Assist	2024-00004039	207 S COLLEGE AVE	CENTRAL STATION,	No	417	417
04/22/2024 09:42	Traffic Stop	2024-00004038	E WHITMAN DR / NE BIRCH AVE	,	No	409	409
04/22/2024 09:58	Traffic Stop	2024-00004040	E WHITMAN DR / SE BIRCH AVE	,	No	417	417
						409	409

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/22/2024 10:19	Premises Check	2024-00004041	453 SW HOMESTEAD AVE	,	No	417	417
04/22/2024 10:34	Address Verification	2024-00004042	204 SE 12TH ST	,	No		
04/22/2024 10:45	Traffic Stop	2024-00004043	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/22/2024 10:58	Traffic Stop	2024-00004044	SE BIRCH AVE / E WHITMAN DR	,	No	417	417
04/22/2024 11:15	Traffic Call	2024-00004045	S MYRA RD / THE DALLES MILITARY RD	,	No	417	417
04/22/2024 11:31	Premises Check	2024-00004046	801 SE LARCH AVE	,	No	409	409
04/22/2024 11:40	Premises Check	2024-00004047	116 N COLLEGE AVE	,	No	417	417
04/22/2024 14:45	Suspicious Activity	2024-00004048	1755 S COLLEGE AVE	,	No	416	416
04/22/2024 15:01	Citizen Contact	2024-00004049	301 SE SUNNY DR	FERNALD, JEFFREY	No	419	419
04/22/2024 16:56	Violation of Court Order	2024-00004050	431 S 7TH AVE C	JUNGE, LAUREN	No	419	419
04/22/2024 19:33	Citizen Contact	2024-00004051	409 SE DATE AVE	,	No		
04/22/2024 20:28	Traffic Stop	2024-00004052	NE ELDER PL / NE C ST	,	No	431	431
04/22/2024 20:52	Traffic Stop	2024-00004054	S HWY 125 / SE MEADOWBROOK BLVD	,	No	419	419
04/22/2024 20:56	Burglary	2024-00004055	3310 PANAKRES LN	PRICE, MEGAN	No	419	419
04/22/2024 21:17	Traffic Stop	2024-00004056	W WHITMAN DR / N COLLEGE AVE	,	No	410	410
04/22/2024 21:48	Information Report	2024-00004057	46.1072600000000000 - 118.9157810000000000	LINEHAN, RAY	No	403	403
04/22/2024 23:05	Premises Check	2024-00004058	240 OWENS RD, WALLA WALLA CO	,	No	431	431
04/22/2024 23:11	Suspicious Activity	2024-00004059	215 E WHITMAN DR	NEIL, SCOTT	No	419	419
04/22/2024 23:16	Disturbance	2024-00004060	1200 SE BROADWAY AVE E	PASCONI, PETER	No	410	410
						431	431
						403	403
						431	431
						403	403
						431	431

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04/22/2024 23:16	Disturbance	2024-00004060	1200 SE BROADWAY AVE E	PASCONE, PETER	No	403	403
Total Incidents for 04/22/2024 : 38							
04/23/2024 00:07	Animal Noise Complaint	2024-00004061	1300 SW JULIA ST BLK	CAMPOS, DANIEL	No	410	410
04/23/2024 04:17	Premises Check	2024-00004062	225 SE DATE AVE	,	No	431	431
04/23/2024 05:05	Premises Check	2024-00004063	615 SE 8TH ST	,	No	410	410
04/23/2024 05:55	Premises Check	2024-00004064	1755 S COLLEGE AVE	,	No	417	417
04/23/2024 06:04	Parking Complaint	2024-00004065	206 SE ASH AVE	,	No	417	417
04/23/2024 06:13	Premises Check	2024-00004066	225 SE DATE AVE	,	No	417	417
04/23/2024 06:26	Premises Check	2024-00004067	801 SE LARCH AVE	,	No	409	409
04/23/2024 06:27	Extra Patrol	2024-00004068	855 NE MAKIAH CT	,	No	417	417
04/23/2024 06:33	Premises Check	2024-00004069	1017 NE C ST	,	No	417	417
04/23/2024 06:53	Premises Check	2024-00004070	240 OWENS RD	,	No	417	417
04/23/2024 07:20	Alarm	2024-00004072	103 SW 4TH ST	CENTRAL STATION MONITORING,	No	417	417
04/23/2024 07:21	Animal Call	2024-00004071	509 SE 8TH ST	,	No	417	417
04/23/2024 09:31	Premises Check	2024-00004073	1700 SE MEADOWBROOK BLVD	,	No	448	448
04/23/2024 10:00	Premises Check	2024-00004074	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/23/2024 10:14	House Check	2024-00004075	615 SE 8TH ST	,	No	417	417
04/23/2024 10:23	Traffic Stop	2024-00004076	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/23/2024 10:46	Animal Call	2024-00004077	1700 SE MEADOWBROOK BLVD	MAXWELL, JANEES	No	417	417
						448	448
						412	412
						409	409

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/23/2024 11:30	Mental Health	2024-00004078	1214 SE MURPHY LN	BROESCH, BARBARA DOMINGAS	No	CPPD	
04/23/2024 12:12	Premises Check	2024-00004079	300 SW ACADEMY WAY	,	No		
04/23/2024 12:34	Animal Call	2024-00004080	1700 SE MEADOWBROOK BLVD	CC, F	No	CPPD	
04/23/2024 13:01	Mental Health	2024-00004084	1214 SE MURPHY LN	DOMINGAS, BARB	No		
04/23/2024 14:19	Found Property	2024-00004082	928 SE BIRCH AVE	SHULTZ, TY	No	407	407
04/23/2024 14:29	Disturbance	2024-00004083	700 SE HERON DR BLOCK	HERGERT, LINDA JOYCE	No		
04/23/2024 15:25	Sex Offense	2024-00004085	1026 SW PUFF LN B	JACOBSON, LAURA	Yes	412	412
04/23/2024 15:33	Traffic Stop	2024-00004086	S HWY 125 / OLD MILTON HWY	,	No	411	411
04/23/2024 17:23	Juvenile Problem	2024-00004087	SE BIRCH AVE / SE 6TH ST	PALMER, VIOLET	No	412	412
04/23/2024 18:36	Domestic Problem	2024-00004088	117 SE 6TH ST	SMITH, SELENA	No	407	407
04/23/2024 20:15	Premises Check	2024-00004089	225 SE DATE AVE		No	404	404
04/23/2024 20:31	Traffic Stop	2024-00004091	SE 12TH ST / SE LARCH AVE	,	No	403	403
04/23/2024 20:31	Premises Check	2024-00004090	1700 SE MEADOWBROOK BLVD	,	No	431	431
04/23/2024 20:57	Mental Health	2024-00004097	1214 1/2 SE MURPHY LN	DOMINGOS, BARB	No		
04/23/2024 20:59	Premises Check	2024-00004092	1026 SE HARVEST DR	,	No	431	431
04/23/2024 21:04	Traffic Stop	2024-00004094	S MYRA RD / E WHITMAN DR	,	No	431	431
04/23/2024 21:09	Traffic Stop	2024-00004093	SE 12TH ST / SE DEWEY DR	,	No	418	418
04/23/2024 21:15	Traffic Stop	2024-00004095	N MYRA RD / NE SPITZENBURG ST	,	No	410	410
04/23/2024 21:44	Traffic Stop	2024-00004096	N MYRA RD / NE SPITZENBURG ST	,	No	431	431
04/23/2024 23:09	Juvenile Problem	2024-00004098	623 S COLLEGE AVE	BARSNESS, AUTUMN	No	418	418
Total Incidents for 04/23/2024 : 37							

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/24/2024 01:31	Premises Check	2024-00004099	240 OWENS RD, WALLA WALLA CO	,	No	431	431
04/24/2024 01:39	Premises Check	2024-00004100	200 TEAL RD block	,	No	431	431
04/24/2024 05:20	Traffic Stop	2024-00004101	TWIN CREEK PL / S MYRA RD	,	No	431	431
04/24/2024 07:53	Accident Non Injury	2024-00004102	SE BIRCH AVE / SE 8TH ST	HANAFIN, KEN	No	412	412
04/24/2024 09:15	Violation of Court Order	2024-00004103	1705 SE MEADOWBROOK BLVD 7	PALMER, KIESHA	No	407	407
04/24/2024 09:27	Animal Lost	2024-00004104	716 SE 4TH ST	OLIVER, TANNA	No	448	448
04/24/2024 09:31	APS Referral	2024-00004106	550 E WHITMAN DR	347060, INTAKE ID	No	411	411
04/24/2024 09:35	Animal Lost	2024-00004105	1300 SE INDEPENDENCE DR BLK	CC, F	No	448	448
04/24/2024 09:46	Suspicious Activity	2024-00004107	1775 S COLLEGE AVE	,	No	416	416
04/24/2024 10:03	Parking Complaint	2024-00004108	1326 SE INDEPENDENCE DR	,	No	448	448
04/24/2024 10:03	Found Property	2024-00004109	SE 12TH ST / SE DATE AVE	, JOSUE	No	407	407
04/24/2024 10:13	Parking Complaint	2024-00004110	1309 SE INDEPENDENCE DR	,	No	448	448
04/24/2024 10:24	Citizen Contact	2024-00004111	SE 6TH ST / SE LARCH AVE	,	No	412	412
04/24/2024 10:27	Parking Complaint	2024-00004112	1200 BLOCK SE LIBERTY WAY, COLLEGE PLACE	,	No	407	407
04/24/2024 10:33	Code Enforcement	2024-00004113	1273 SE LIBERTY WAY	,	No	448	448
04/24/2024 12:24	911 Call	2024-00004114	120 SE 12TH ST	,	No	412	412
04/24/2024 12:54	Premises Check	2024-00004115	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/24/2024 13:15	Phone Message	2024-00004116	625 S COLLEGE AVE	MACKENZIE, ALYSSA	No	CPPD	
04/24/2024 14:44	Paper Service	2024-00004117	1440 SE GARRISON VILLAGE WAY	,	No		
04/24/2024 15:28	Paper Service	2024-00004118	1755 S COLLEGE AVE	,	No		
04/24/2024 16:17	Citizen Contact	2024-00004119	SE BIRCH AVE / SE 10TH ST	,	No	407	407
04/24/2024 18:42	Accident Unknown Injury	2024-00004120	SE MEADOWBROOK BLVD / SE LAMPERTI ST	SLUSARENKO, WILMA	No	404	404

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/24/2024 18:42	Animal Call	2024-00004122	728 SE SCENIC VIEW DR	KUZNETSOV, ERIC	No	418	418
04/24/2024 19:16	Accident Ped/Bicyclist	2024-00004121	E WHITMAN DR / NE LARCH AVE	JUSTINEN, CHRISTINE	Yes	CPPD	
04/24/2024 21:15	Traffic Stop	2024-00004123	W POPLAR ST / N MYRA RD	,	No	404	404
04/24/2024 21:27	Assist	2024-00004124	SE 12TH ST / S MYRA RD	,	No	418	418
04/24/2024 23:16	Suspicious Activity	2024-00004125	215 E WHITMAN DR 301	NEIL, SCOTT	No	418	418
04/24/2024 23:30	Suspicious Activity	2024-00004126	800 S COLLEGE AVE	LEA, DIANA	No	404	404
Total Incidents for 04/24/2024 : 28							
04/25/2024 06:11	Code Enforcement	2024-00004127	SE 8TH ST / S COLLEGE AVE	GUILD, TIM	No	412	412
04/25/2024 10:28	Paper Service	2024-00004128	336 SW HOMESTEAD AVE	,	No		
04/25/2024 12:55	Traffic Stop	2024-00004129	SE LARCH AVE / SE 12TH ST	,	No	412	412
04/25/2024 13:07	Traffic Stop	2024-00004130	1400 SE CHICKADEE LN BLK	,	No	412	412
04/25/2024 14:17	Code Enforcement	2024-00004131	336 SW HOMESTEAD AVE	,	No	407	407
04/25/2024 15:22	Traffic Stop	2024-00004132	830 NE ROSE ST	,	No	448	448
04/25/2024 16:23	Prowler	2024-00004133	890 NE MAKIAH CT	STEPPER, BRANDON	No	412	412
04/25/2024 17:24	Traffic Call	2024-00004134	S HWY 125 / OLD MILTON HWY	OFC CORIER,	No	407	407
04/25/2024 18:30	Narcotics Call	2024-00004135	1017 NE C ST	PIEKOS, SYDNEY	No	404	404
04/25/2024 20:02	Accident Hit and Run	2024-00004136	1700 SE MEADOWBROOK BLVD	TEAL, JASON	Yes	418	418
04/25/2024 20:18	Paper Service	2024-00004137	630 SW 3RD ST	,	No	404	404
04/25/2024 20:25	Paper Service	2024-00004138	321 SE 8TH ST	,	No		
04/25/2024 21:07	Traffic Stop	2024-00004139	SE 3RD ST / S COLLEGE AVE	,	No	418	418
04/25/2024 21:42	Assist	2024-00004140	841 NE DAMSON AVE	GARCIA, ABIGAIL	No	418	418
04/25/2024 22:15	Domestic Physical	2024-00004141	814 SE DATE AVE	NIETO, TAMMY	No	404	404
					No	418	418

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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/25/2024 22:15	Domestic Physical	2024-00004141	814 SE DATE AVE	NIETO, TAMMY	No	404	404
04/25/2024 22:43	Mental Health	2024-00004143	1214 SE MURPHY LN	DOMINGOS, BARBARA	No	404	404
04/25/2024 22:45	Traffic Stop	2024-00004142	SE 12TH ST / SE COTTER PL	,	No	418	418
04/25/2024 23:52	Traffic Stop	2024-00004144	SW 10TH ST / SW PUFF LN	,	No	404	404
Total Incidents for 04/25/2024 : 18							
04/26/2024 04:55	Vehicle Prowl	2024-00004145	522 SE 6TH ST	,	No	418	418
04/26/2024 08:03	Traffic Stop	2024-00004146	1700 SE MEADOWBROOK BLVD	,	No	412	412
04/26/2024 08:36	Traffic Stop	2024-00004147	NE ASH AVE / E WHITMAN DR	,	No	412	412
04/26/2024 09:04	Citizen Contact	2024-00004148	623 S COLLEGE AVE	DREW, SETH	No	407	407
04/26/2024 11:44	Burglary	2024-00004149	336 SW HOMESTEAD AVE	HERRERA, MARTHA	No	412	412
04/26/2024 12:29	Narcotics Call	2024-00004150	1755 S COLLEGE AVE	CPPD, 416	Yes	416	416
04/26/2024 12:47	Mental Health	2024-00004153	1214 SE MURPHY LN	DOMINGOS, BARB	No		
04/26/2024 12:56	Follow Up	2024-00004151	1700 SE MEADOWBROOK BLVD	,	No	412	412
04/26/2024 13:59	Welfare Check	2024-00004152	920 SE BIRCH AVE	DUNCAN, DAPHNE	No	412	412
04/26/2024 14:31	Information Report	2024-00004161	240 OWENS RD	,	No		
04/26/2024 14:37	Traffic Call	2024-00004154	S HWY 125 / SE MEADOWBROOK BLVD	BLUGO, HENRY	No	412	412
04/26/2024 15:19	Suspicious Activity	2024-00004155	389 SE HIGHLAND PARK DR	PHELPS, ADRIEL	No	412	412
04/26/2024 16:30	Traffic Call	2024-00004156	SE 6TH ST / S COLLEGE AVE	REID, SARAH	No	404	404
04/26/2024 17:23	Burglary	2024-00004157	1218 SE BROADWAY AVE	NUNN, TINA	No	404	404
04/26/2024 18:15	Search Warrant	2024-00004158	4452 STATELINE RD	WWPD, 220	No	407	407
04/26/2024 20:06	Shoplifting	2024-00004159	1700 SE MEADOWBROOK BLVD	BROOKS, CHRISTINE	Yes	418	418
04/26/2024 21:04	Citizen Contact	2024-00004160	1700 SE MEADOWBROOK BLVD	,	No	418	418
04/26/2024 23:23	Death Investigation	2024-00004162	1114 SE CREEKSIDE DR	BOWMAN, CAROLYN	Yes	418	418

Daily Incident Log



Print Date/Time: 05/13/2024 08:46
Login ID: mbarr
Disposition: All

From Date: 04/01/2024 00:00
To Date: 04/30/2024 23:59

ORI Number: College Place Police Dept
WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/26/2024 23:26	Traffic Call	2024-00004163	S HWY 125 / SE MEADOWBROOK BLVD	JOHANSON, AUBREY	No		
Total Incidents for 04/26/2024 : 19							
04/27/2024 00:47	Premises Check	2024-00004164	615 SE 8TH ST	,	No	404	404
04/27/2024 07:14	Information Report	2024-00004165	27 N 2ND AVE	, JAMELA	No	CPPD	
04/27/2024 08:25	Premises Check	2024-00004166	225 SE DATE AVE	,	No	417	417
04/27/2024 08:32	Premises Check	2024-00004167	801 SE LARCH AVE	,	No	417	417
04/27/2024 08:37	House Check	2024-00004168	615 SE 8TH ST	,	No	417	417
04/27/2024 08:42	Premises Check	2024-00004169	1100 NE C ST	,	No	417	417
04/27/2024 08:53	Premises Check	2024-00004170	1017 NE C ST	,	No	417	417
04/27/2024 09:07	Extra Patrol	2024-00004171	863 NE MAKIAH CT	,	No	417	417
04/27/2024 09:15	Premises Check	2024-00004172	453 SW HOMESTEAD AVE	,	No	417	417
04/27/2024 09:28	Premises Check	2024-00004173	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/27/2024 09:47	Premises Check	2024-00004174	1240 SE COMMERCIAL DR	,	No	417	417
04/27/2024 09:57	Premises Check	2024-00004175	240 OWENS RD	,	No	417	417
04/27/2024 11:44	Traffic Stop	2024-00004176	S HWY 125 / S COLLEGE AVE	,	No		
04/27/2024 12:29	Alarm	2024-00004177	200 SW ACADEMY WAY	STATION, CENTRAL	No	417	417
04/27/2024 12:34	Premises Check	2024-00004178	200 SW ACADEMY WAY	,	No	417	417
04/27/2024 13:22	Follow Up	2024-00004179	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/27/2024 13:49	Premises Check	2024-00004180	1755 S COLLEGE AVE	,	No	417	417
04/27/2024 13:57	Assist	2024-00004182	813 SE BIRCH AVE	, MELISSA	Yes	417	417
04/27/2024 13:57	Premises Check	2024-00004181	715 SE 12TH ST	,	No	417	417
04/27/2024 14:30	Accident Hit and Run	2024-00004183	46.0831040000000000 - 118.3194760010000000	TEKLEMARINAM, HANNAH	No	CPPD	
04/27/2024 14:39	Information Report	2024-00004184	1700 SE MEADOWBROOK BLVD	MARTINEZ, ESTEHR	No	417	417
						403	403

Daily Incident Log



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 Disposition: All

From Date: 04/01/2024 00:00
 To Date: 04/30/2024 23:59

College Place Police Dept
 ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/27/2024 15:38	Accident Non Injury	2024-00004185	S MYRA RD / THE DALLIES MILITARY RD	ROSS, AMANDA	No	403	403
04/27/2024 15:53	Premises Check	2024-00004186	1715 SE MEADOWBROOK BLVD	,	No	417	417
04/27/2024 18:01	Fight	2024-00004187	S 9TH AVE / ORCHARD ST	KNUTSON OLIVER, CHEYENNE	No	403	403
04/27/2024 19:17	Mental Health	2024-00004188	1214 1/2 SE MURPHY LN	DOMINGAS, BARB	No		
04/27/2024 20:37	Paper Service	2024-00004189	630 SW 3RD ST	,	No		
04/27/2024 21:05	Traffic Stop	2024-00004190	SE 12TH ST / SE BROADWAY AVE	,	No	431	431
04/27/2024 21:17	Burglary	2024-00004192	875 WALLULA AVE	LONG, STEVEN	Yes	410	410
						431	431
04/27/2024 21:19	Premises Check	2024-00004191	1700 SE MEADOWBROOK BLVD	,	No	410	410
04/27/2024 22:10	Warrant Service	2024-00004193	900 S COLLEGE AVE BLK	LEA, DEANNA	Yes	410	410
						431	431
						403	403
04/27/2024 22:13	Mental Health	2024-00004194	1214 SE MURPHY LN	DOMINGOS, BARBARA	No		
04/27/2024 22:41	Traffic Stop	2024-00004195	1600 S COLLEGE AVE BLK	,	No	431	431
04/27/2024 22:42	Disturbance	2024-00004196	139 FARMLAND RD	CC, M	No	403	403
04/27/2024 22:57	Assist	2024-00004197	1250 THE DALLIES MILITARY RD	,	No	410	410
04/27/2024 23:10	Premises Check	2024-00004198	990 NE ROSE ST	,	No	431	431
04/27/2024 23:31	Suspicious Activity	2024-00004200	200 SW ACADEMY WAY	TATARYN, LEVI	No	410	410
04/27/2024 23:34	Traffic Stop	2024-00004199	400 N COLLEGE BLK	,	No	431	431
Total Incidents for 04/27/2024 : 37							
04/28/2024 00:02	Premises Check	2024-00004201	1017 NE C ST	,	No	431	431
04/28/2024 00:03	Premises Check	2024-00004202	1100 NE C ST	,	No	431	431
04/28/2024 00:08	Suspicious Activity	2024-00004203	1218 SE BROADWAY AVE	NUNN, TINA	No	410	410
04/28/2024 00:48	Premises Check	2024-00004204	240 OWENS RD	,	No	431	431
04/28/2024 01:04	Premises Check	2024-00004205	100 TEAL RD BLK	,	No	431	431

Daily Incident Log



Print Date/Time: 05/13/2024 08:46
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From Date: 04/01/2024 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 #
04/28/2024 01:17	Traffic Stop	2024-00004206	SE LAMPERTI ST / SE MEADOWBROOK BLVD	,	No	410	410
04/28/2024 02:15	Accident Injury	2024-00004207	N MYRA RD / W ROSE ST	FETTER, JEREMY	No	410	410
04/28/2024 02:57	Domestic Problem	2024-00004208	629 SE 6TH ST	ASALEMO, ZHAKEYZHA	No	431	431
04/28/2024 05:03	Traffic Stop	2024-00004209	1715 SE MEADOWBROOK BLVD	,	No	410	410
04/28/2024 05:16	Premises Check	2024-00004210	1700 SE MEADOWBROOK BLVD	,	No	431	431
04/28/2024 05:57	Premises Check	2024-00004211	1240 SE COMMERCIAL DR	,	No	417	417
04/28/2024 06:12	House Check	2024-00004212	615 SE 8TH ST	,	No	417	417
04/28/2024 06:23	Premises Check	2024-00004213	225 SE DATE AVE	,	No	417	417
04/28/2024 06:30	Extra Patrol	2024-00004214	861 NE MAKIAH CT	,	No	417	417
04/28/2024 06:38	Premises Check	2024-00004215	1110 NE C ST	,	No	417	417
04/28/2024 06:47	Premises Check	2024-00004216	1017 NE C ST	,	No	417	417
04/28/2024 06:57	Premises Check	2024-00004217	453 SW HOMESTEAD AVE	,	No	417	417
04/28/2024 08:27	Premises Check	2024-00004218	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/28/2024 08:56	Premises Check	2024-00004219	1755 S COLLEGE AVE	,	No	417	417
04/28/2024 09:20	Premises Check	2024-00004220	801 SE LARCH AVE	,	No	417	417
04/28/2024 09:29	Traffic Stop	2024-00004221	1755 S COLLEGE AVE	,	No	417	417
04/28/2024 10:46	Traffic Call	2024-00004222	E WHITMAN DR / S MYRA RD	EARLY, BARRY	No	417	417
04/28/2024 11:00	Parking Complaint	2024-00004223	122 SE ASH AVE	,	No	417	417
04/28/2024 11:07	Alarm	2024-00004224	3420 MCKIBBEN LN	FRONT POINT,	No	417	417
04/28/2024 11:17	Suspicious Activity	2024-00004225	115 SE 8TH ST	CC, M	No	419	419
04/28/2024 11:36	Premises Check	2024-00004226	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/28/2024 11:49	Sex Offense	2024-00004227	550 E WHITMAN DR	VEVERKA, DON	Yes	417	417
04/28/2024 14:03	Mental Health	2024-00004230	1214 SE MURPHY LN	DOMINGOS, BARB	No	411	411

Daily Incident Log



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From Date: 04/01/2024 00:00
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ORI Number: College Place Police Dept
 WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/28/2024 14:05	Traffic Stop	2024-00004228	S COLLEGE AVE / SE SUNNY DR	,	No	417	417
04/28/2024 14:09	Follow Up	2024-00004229	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/28/2024 19:35	Citizen Contact	2024-00004231	HOMEDPOT	,	No	419	419
04/28/2024 19:59	Assist	2024-00004232	N MYRA RD / W HWY 12 OFF RAMP	,	No	431	431
04/28/2024 20:09	Traffic Stop	2024-00004233	SE LAMPERTI ST / SE RED OAK AVE	,	No	410	410
04/28/2024 20:25	Traffic Stop	2024-00004234	SE ASH AVE / SE 2ND ST	,	No	431	431
04/28/2024 21:10	Traffic Stop	2024-00004235	S COLLEGE AVE / SE SUNNY DR	,	No	410	410
						431	431
						407	407
04/28/2024 21:20	Traffic Stop	2024-00004236	1355 W POPLAR ST	,	No	419	419
04/28/2024 21:28	Traffic Stop	2024-00004237	N MYRA RD / W POPLAR ST	,	No	410	410
04/28/2024 22:05	Animal Call	2024-00004238	427 SE BIRCH AVE	SERRANO, EMMANUEL	No	419	419
04/28/2024 23:33	Welfare Check	2024-00004239	631 SW 1ST ST	HOLMES, LAURA	No	410	410
						431	431
Total Incidents for 04/28/2024 : 39							
04/29/2024 00:35	Premises Check	2024-00004240	801 SE LARCH AVE	,	No	410	410
04/29/2024 00:38	Extra Patrol	2024-00004241	800 NE MAKIAH CT BLK	,	No	431	431
04/29/2024 00:47	Citizen Contact	2024-00004242	801 SE LARCH AVE	,	No	410	410
04/29/2024 01:05	Premises Check	2024-00004243	219 TEAL RD	,	No	431	431
04/29/2024 01:13	Traffic Stop	2024-00004244	1700 SE MEADOWBROOK BLVD	,	No	410	410
						431	431
04/29/2024 04:13	Premises Check	2024-00004245	240 OWENS RD	,	No	431	431
04/29/2024 04:35	Traffic Stop	2024-00004246	1800 S COLLEGE AVE BLK	,	No	431	431
04/29/2024 05:53	Premises Check	2024-00004247	1755 S COLLEGE AVE	,	No	417	417
04/29/2024 06:01	Parking Complaint	2024-00004248	206 SE ASH AVE	,	No	417	417
04/29/2024 06:22	Premises Check	2024-00004249	31 SE ASH AVE	,	No	417	417
04/29/2024 06:38	Extra Patrol	2024-00004250	869 NE MAKIAH CT	,	No	417	417

Daily Incident Log



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To Date: 04/30/2024 23:59

College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/29/2024 06:44	Premises Check	2024-00004251	1100 NE C ST	,	No	417	417
04/29/2024 06:58	House Check	2024-00004252	615 SE 8TH ST	,	No	417	417
04/29/2024 07:00	Premises Check	2024-00004253	801 SE LARCH AVE	,	No	409	409
04/29/2024 08:38	Paper Service	2024-00004256	31 SE ASH AVE	DAVIDSON, KYLE	No	417	417
04/29/2024 08:57	Traffic Stop	2024-00004254	NE IVY LN / E WHITMAN DR	,	No	416	416
04/29/2024 08:58	Premises Check	2024-00004255	1700 SE MEADOWBROOK BLVD	,	No	409	409
04/29/2024 09:46	Traffic Stop	2024-00004257	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/29/2024 09:58	Premises Check	2024-00004258	1700 SE MEADOWBROOK BLVD	,	No	417	417
04/29/2024 11:03	Information Report	2024-00004259	31 SE ASH AVE	GROVE, JODIE	No	CPPD	
04/29/2024 11:47	Traffic Stop	2024-00004260	E WHITMAN DR / NE BIRCH AVE	,	No	417	417
04/29/2024 11:49	Theft Motor Vehicle	2024-00004261	1327 DELL AVE	KNOWLES, DAVE	Yes	417	417
04/29/2024 12:05	Premises Check	2024-00004262	1017 NE C ST	,	No	417	417
04/29/2024 12:09	Extra Patrol	2024-00004263	855 NE MAKIAH CT	,	No	417	417
04/29/2024 12:16	Premises Check	2024-00004264	200 SW ACADEMY WAY	,	No	417	417
04/29/2024 13:25	Traffic Call	2024-00004265	S HWY 125 / SE COMMERCIAL DR	LEWIS, TYLER	No		
04/29/2024 15:11	Malicious Mischief	2024-00004266	1017 NE C ST	EDGAR, JORDAN	No	419	419
04/29/2024 15:54	Accident Non Injury	2024-00004267	1715 SE MEADOWBROOK BLVD	BRYAN, MARY LOU	No	409	409
04/29/2024 16:39	Animal Call	2024-00004268	129 SE 4TH ST	SVOCODA, ROSELEAH	No	419	419
04/29/2024 16:51	Traffic Call	2024-00004269	SW 12TH ST / SW BADE AVE	,	No	419	419
04/29/2024 17:05	Accident Non Injury	2024-00004270	1700 SE MEADOWBROOK BLVD	POWELL, DOROTHY	No	419	419
04/29/2024 19:09	Domestic Physical	2024-00004271	518 SE BIRCH AVE	SMITH, SELINA	No	419	419
04/29/2024 19:47	Phone Message	2024-00004272	256 SE ROSEVILLE LN	HALL, TERRY	No	419	419

Daily Incident Log



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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/29/2024 20:45	Premises Check	2024-00004273	1705 SE MEADOWBROOK BLVD	,	No	431	431
04/29/2024 21:07	Assist	2024-00004274	OLD MILTON HWY / S HWY 125	,	No	431	431
04/29/2024 21:28	Premises Check	2024-00004275	942 NE SPITZENBURG ST	,	No	431	431
04/29/2024 21:53	Citizen Contact	2024-00004276	S HWY 125 / S COLLEGE AVE	,	No	410	410
04/29/2024 22:10	Citizen Contact	2024-00004277	S MYRA RD / THE DALLES MILITARY RD	,	No	419	419
04/29/2024 22:33	Extra Patrol	2024-00004278	855 NE MAKIAH CT	,	No	410	410
04/29/2024 22:42	Traffic Stop	2024-00004279	S MYRA RD / SE GARRISON VILLAGE WAY	,	No	419	419
04/29/2024 22:47	Premises Check	2024-00004280	1700 MEADOWBROOK BLVD	,	No	431	431
04/29/2024 23:46	Traffic Stop	2024-00004281	S MYRA RD / W POPLAR ST	,	Yes	410	410
						431	431
Total Incidents for 04/29/2024 : 42							
04/30/2024 00:03	Alarm	2024-00004282	200 SW ACADEMY WAY	CENTRAL STATION, 24	No	431	431
04/30/2024 00:33	Premises Check	2024-00004283	1100 NE C ST	,	No	431	431
04/30/2024 00:44	Traffic Stop	2024-00004284	SW 6TH ST / SW DAVIS AVE	,	No	410	410
04/30/2024 01:22	Traffic Stop	2024-00004285	S COLLEGE AVE / SE 10TH ST	,	No	431	431
04/30/2024 03:48	Traffic Stop	2024-00004286	46.046325000000000000 - 118.3538299990000000	,	No	431	431
04/30/2024 04:49	Traffic Stop	2024-00004287	1721 THE DALLES MILITARY RD	,	No	431	431
04/30/2024 05:06	Traffic Stop	2024-00004288	S HWY 125 / SE COMMERCIAL DR	,	No	431	431
04/30/2024 05:14	Traffic Stop	2024-00004289	S HWY 125 / FARMLAND RD	,	No	410	410
04/30/2024 06:45	Premises Check	2024-00004290	240 OWENS RD	,	No	417	417
04/30/2024 07:11	Unknown Problem	2024-00004291	630 SW 3RD ST	TORRES, EMBI	No	404	404
04/30/2024 10:02	Animal Call	2024-00004292	200 SW ACADEMY WAY	SECOATES, DIANA	No	448	448
						CPPD	

Daily Incident Log



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College Place Police Dept
ORI Number: WA0360200

Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/30/2024 10:21	Illegal Dumping	2024-00004293	200 SE 3RD ST BLK	GEOGHAN, STEVEN	No	417	417
04/30/2024 11:31	Sex Offense Child	2024-00004294	127 SW 12TH ST	RIVERA, CASANDRA	No	404	404
04/30/2024 13:02	Parking Complaint	2024-00004295	1200 SE 12TH ST		No	417	417
04/30/2024 15:03	Disturbance	2024-00004296	621 SW BADE AVE		No	412	412
04/30/2024 15:36	Traffic Stop	2024-00004297	S HWY 125 / S COLLEGE AVE	FROELICH, TRISHA	No	404	404
04/30/2024 15:39	Traffic Call	2024-00004299	SE 3RD ST / SE BEDFORD LOOP		No	448	448
04/30/2024 15:50	Fraud	2024-00004298	708 SE SCENIC VIEW DR	SKAY, NANCY	No	417	417
04/30/2024 17:47	Fraud	2024-00004300	248 NE FLOWERS LN	MUNSON, BRYAN	No	412	412
04/30/2024 17:51	Traffic Call	2024-00004301	46.1072600000000000 - 118.9157810000000000	PALACIO, DIEGO	No	412	412
04/30/2024 18:11	Traffic Stop	2024-00004302	S COLLEGE AVE / SE 6TH ST	COLE WALKING EAGLE,	No	410	410
04/30/2024 19:40	Paper Service	2024-00004303	1130 SE COLONIAL DR		No	431	431
04/30/2024 20:10	Premises Check	2024-00004304	1700 SE MEADOWBROOK BLVD		No	419	419
04/30/2024 20:10	Premises Check	2024-00004305	1700 SE MEADOWBROOK BLVD		No	419	419
04/30/2024 21:04	Traffic Stop	2024-00004306	W WHITMAN DR / NW EARL LN		No	410	410
04/30/2024 21:31	Traffic Call	2024-00004308	S COLLEGE AVE / SE LAMPERTI ST	DELANEY, JOHN	No	418	418
04/30/2024 21:37	Traffic Stop	2024-00004307	S COLLEGE AVE / SE SUNNY DR		No	410	410
04/30/2024 21:49	Traffic Stop	2024-00004309	NE C ST / NE SPRUCEWOOD PL		No	415	415
04/30/2024 22:17	Premises Check	2024-00004310	1700 SE MEADOWBROOK BLVD		No	418	418
						415	415

Daily Incident Log



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Call	Incident Type	Incident Number	Location (Venue)	Caller Name	Rpt Req	Unit	ID #
04/30/2024 22:17	Premises Check	2024-00004310	1700 SE MEADOWBROOK BLVD	,	No	407	407
04/30/2024 22:32	Traffic Stop	2024-00004311	NE DAMSON AVE / NE C ST	,	No	431	431
04/30/2024 22:46	Traffic Stop	2024-00004312	S MYRA RD / E WHITMAN DR	,	No	418	418
04/30/2024 23:37	Repossession	2024-00004313	716 SE 4TH ST	WESTERN RECOVERY, LUCIO	No	431 CPPD	431
Total Incidents for 04/30/2024 : 32							



Incident Activity Report

Print Date/Time: 05/13/2024 08:47

Login ID: mbarr

Layer: All

Areas: All

From Date: 04/01/2024 00:00

To Date: 04/30/2024 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	9	0.9	7	0.7	8	0.8	4	0.4	4	0.4	2	0.2	5	0.5	39	3.8
1	7	0.7	5	0.5	15	1.5	2	0.2	0	0.0	1	0.1	1	0.1	31	3.0
2	4	0.4	4	0.4	16	1.6	2	0.2	0	0.0	1	0.1	0	0.0	27	2.6
3	2	0.2	4	0.4	12	1.2	2	0.2	0	0.0	0	0.0	0	0.0	20	1.9
4	6	0.6	8	0.8	9	0.9	0	0.0	0	0.0	1	0.1	0	0.0	24	2.3
5	12	1.2	9	0.9	20	1.9	3	0.3	1	0.1	1	0.1	2	0.2	48	4.7
6	15	1.5	30	2.9	25	2.4	3	0.3	7	0.7	1	0.1	11	1.1	92	8.9
7	1	0.1	5	0.5	11	1.1	1	0.1	0	0.0	0	0.0	1	0.1	19	1.8
8	7	0.7	14	1.4	13	1.3	0	0.0	0	0.0	6	0.6	15	1.5	55	5.3
9	7	0.7	16	1.6	7	0.7	9	0.9	2	0.2	4	0.4	8	0.8	53	5.1
10	6	0.6	15	1.5	11	1.1	8	0.8	3	0.3	10	1.0	8	0.8	61	5.9
11	12	1.2	17	1.6	4	0.4	6	0.6	2	0.2	3	0.3	9	0.9	53	5.1
12	4	0.4	11	1.1	8	0.8	2	0.2	8	0.8	18	1.7	7	0.7	58	5.6
13	6	0.6	10	1.0	4	0.4	7	0.7	4	0.4	10	1.0	13	1.3	54	5.2
14	8	0.8	5	0.5	12	1.2	5	0.5	3	0.3	6	0.6	7	0.7	46	4.5
15	5	0.5	6	0.6	8	0.8	5	0.5	8	0.8	2	0.2	4	0.4	38	3.7
16	1	0.1	7	0.7	1	0.1	2	0.2	6	0.6	3	0.3	2	0.2	22	2.1
17	5	0.5	4	0.4	4	0.4	2	0.2	2	0.2	4	0.4	5	0.5	26	2.5
18	4	0.4	5	0.5	6	0.6	7	0.7	8	0.8	5	0.5	5	0.5	40	3.9
19	3	0.3	6	0.6	7	0.7	3	0.3	6	0.6	4	0.4	5	0.5	34	3.3
20	5	0.5	7	0.7	13	1.3	3	0.3	8	0.8	4	0.4	5	0.5	45	4.4
21	8	0.8	7	0.7	13	1.3	6	0.6	5	0.5	5	0.5	8	0.8	52	5.0
22	10	1.0	5	0.5	13	1.3	5	0.5	10	1.0	9	0.9	11	1.1	63	6.1
23	3	0.3	6	0.6	4	0.4	5	0.5	2	0.2	4	0.4	8	0.8	32	3.1
Totals:	150	14.5	213	20.6	244	23.6	92	8.9	89	8.6	104	10.1	140	13.6	1032	100.00

City of College Place: Development Activity - May 2024				
Project Name	Use	Location	Status	Lead Generated
Commercial/Industrial				
Jersey Mike's	Fast Food Restaurant	Meadowbrook	- Sept 2023 Another fast food sandwich tenant will go in space next to Chipotle. - Dec 2023 Awaiting building permit app. - May 2024 Getting building plan submittals.	ICSC Las Vegas
Project Cobble	Hotel	Whitman & Myra	- November 2023 Hotelier working out development agreement with property owner. Still trying to hammer out road access. - February 2024 Still working out development agreement. - May 2024 Purchase and Sale agreement in place. Dependent upon roundabout.	ICSC Las Vegas
Project Bullseye	Big Box	Whitman & Myra	- November 2023 Option purchased on site by a big box retailer. - March 2024 Option agreement exists. - May 2024 Tied to project Cobble and its success.	ICSC Las Vegas
Project OPH	Breakfast Restaurant	Whitman & Myra	- breakfast restaurant. Dependent upon hotel. - March 2024 Signed agreement based on hotel coming in adjacent. - May 2024 Tied to Project Cobble.	Property Owner.

Project Q	Fast Food Restaurant	WWU Area	- November 2023 National mexican fast food franchise is looking at entering area adjacent to WWU Campus. - May 2024 No Update	WWU Contact
Project Y	Grocer	Whitman & Myra	- December 2023 option for regional grocer at play. - May 2024 Is going to Board of Company for site approval.	Cold Call
Project MP	Hotel	Meadowbrook	- December 2023 National hotel brand looking at going adjacent to HopThief. Should have plans turned in by Summer. - May 2024 No Change.	ICSC Las Vegas
Project FM	Medium sized grocery and general merchandise store.	College Avenue, across from College Place High School.	- Jan 2019 This site is shortlisted with another site at end of Myra Rd in Walla Walla. User would like to open up by 2021/2022. -Dec 2022 Awaiting if Feds will approve merger of Kroger/Safeway. Will have impact on viability of this deal. - May 2024 Continue monitoring progress of Lakeside development before making decision.	ICSC Las Vegas
Project Flight	Aerospace	Martin Airfield	- Nov 2023 Project is now annexed into the City. Working with property owner on future planning. - Dec 2023 No Update. - May 2024 Working with developer via State CERB Grant for infrastructure planning.	Property owner.

Residential				
Homestead Subdivision Phase 3C, 3D, and 3E.	Residential subdivision constructed by Hayden Homes.	Homestead and Doans Street south of Fourth Street.	- December 2021 Reviewing plans for wisesize. - April 2022 No change. - October 2022 Planning to break ground this Fall. - Dec 2022 Wise size development got moved to next Spring. - May 2024 Will start to develop wise size once done with Avery Estates in WW.	Hayden Homes has owned property for the last decade.
			- Jan 2019 Plan submittal is being reviewed by development staff. - Spring 2019 construction. - Nov 2022 Revizing development plans. Likely will develop in 2023. - Feb 2023 Developer paid us bill due. Will turn in new, different plans. Likely will petition for MFTE. - May 2023 Continue going through permitting. Getting near end. - Dec 2023 Grading underway. Planned for full groundbreaking in March. - February 2024 Processing MFTE Form. - May 2024 Supposed to break ground this month on forms for buildings.	
Villages at Fort Walla Walla	180 multi-family apartment units.	South side of Whitman Drive/Deccion intersection.		Port of Walla Walla was approached by Farran Group about property and was directed to Bob Price and the City.

Sirmon Development	Multi-family apartments.	942 NE Spitzenburg St	- Jan 2019 Plan submittal is being reviewed by development staff. - April 2021 Awaiting final engineering drawings. - Dec 2022 Project appears to be on ice for now. Tad asked about vesting rights. - Feb 2024 Talked to developer. Expecting dirt to be turned this year. - May 2024 Buildings are being built.	Property owner.
Lakeside/College Holdings Development	Single & Multi-Family	197 Mojonnier Rd	- March 2024 Expecting Master Planned Development application is planned for July 2024. Engineering on East-West Rd has started.	Property owner.
Villages at Garrison Creek Phase 11 and 13	Single Family	Villages at Garrison Creek development.	- December 2021 Received submittal for 72 lot single family in vacant middle donut hole to finish up development. - Sept 2023 Engineer for developer is working on site issues. - Dec 2023 Expecting infrastructure to go in soon. - May 2024 Infrastructure being installed.	Property developer.

VESPR	Mixed-Use	8th & College	- February 2022 Still in due diligence. - April 2022 Developer out of Prosser closed on property. Plans to construct mixed-use building. - December 2022 Incentive granted. Going through final permitting. Expected to break ground early 2023. - Feb 2023 Expecting to break ground by Q2. - May 2023 Broke ground. Plumbing and foundation is in. - June 2023 Foundation is in. - Nov 2023 Construction Continues. - May 2024 Should be complete in Q2 2024.	Property owner.	
Deer Meadows Subdivision	Townhome	SW 12th	- December 2021 Developer Jeff Kelly out of Tri Cities is planning townhomes for site purchased from Marc Maiuri - Sept 2022 SEPA out now. 13 lot subdivision proposed by Jeff Kelly out of Pasco. - October 2022 Hearing Examiner meeting held. - December 2022 Going through final entitlements. - February 2023 Planning for a Summer start. - May 2024 Have turned in plans for grading permits.	Developer	

Martin Airfield/Tarragon Development	Airfield Update, Flex Facilities, Residential	West Whitman Drive	- Feb 2024 Project is now annexed into the City. Working with property owner on future planning. - May 2024 Martin Airfield study is starting.	Developer
Salerno Estates	Single Family Homes	359 SW 12th	- May 2023 Had public comment period for this development. 8 homes on approximately half acres. Reviewing comments and finalizing conditions of approval. - June 2023 Site plans approved. Past appeal period. - Dec 2023 Working with developer on issues. - Feb 2024 Infrastructure plans getting turned in. - March 2024 Expecting construction to start soon. - May 2024 Working on site utilities.	Developer