

CITY COUNCIL MEETINGS RULES – PUBLIC DECORUM

Strict adherence to the following rules of decorum by the public will be observed and adhered to during City Council meetings, including open forum, public comment period on legislative items, and Council deliberations:

- 1. No Clapping!**
- 2. No Cheering!**
- 3. No Booing!**
- 4. No public outbursts!**
- 5. Three-minute time limit for comments made during open forum and public testimony on legislative items!**
- 6. No person shall be permitted to speak at open forum more often than once per month.**

In addition, please silence your cell phones when entering the Council Chambers!

Further, keep the following City Council Rules in mind:

Rule 2.2 Open Forum

- 2.2.4 The open forum is a limited public forum and all matters discussed shall relate to affairs of the City. No person may use the open forum to speak on such matters and in such a manner as to violate the laws governing the conduct of municipal affairs. No person shall be permitted to speak on matters related to the current or advance agendas, potential or pending hearing items, or ballot propositions for a pending election. Individuals speaking during the open forum shall address their comments to the Council President and shall not make personal comment or verbal insults about any individual.
- 2.2.6 In an effort to encourage wider participation in open forum so that the Council can hear a wide array of citizen comment, no person shall be permitted to speak at open forum more often than once per month. However, this limitation has no effect on the public comment rules concerning items on the Council's current legislative agenda, special consideration items, hearing items, and other items before the City Council requiring Council action that are not adjudicatory or administrative in nature, as specified in Rules 5.3 and 5.4.

Rule 5.4 Public Testimony Regarding Legislative Agenda Items – Time Limits

- 5.3.1 Members of the public may address the Council regarding items on the Council's legislative agenda, special consideration items, hearing items and other items before the City Council requiring Council action that are not adjudicatory or administrative in nature. This rule shall not limit the public's right to speak during the open forum.
- 5.3.2 No one may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet and provide his or her address as a condition of recognition. In order for a council member to be recognized by the Chair for the purpose of obtaining the floor, the council member shall either raise a hand or depress the call button on the dais until recognized by the Council President.
- 5.3.3 Each person speaking at the public microphone shall verbally identify him(her)self by name and, if appropriate, representative capacity.
- 5.3.4 Each speaker shall follow all written and verbal instructions so that verbal remarks are electronically recorded and documents submitted for the record are identified and marked by the Clerk.
- 5.3.5 In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, no modes of expression not provided by these rules, including but not limited to demonstrations, banners, applause, profanity, vulgar language, or personal insults will be permitted.
- 5.3.6 A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.
- 5.3.7 When addressing the Council, members of the public shall direct all remarks to the Council President and shall confine remarks to the matters that are specifically before the Council at that time.
- 5.3.8 When any person, including members of the public, City staff and others are addressing the Council, council members shall observe the same decorum and process, as the rules require among the members inter se. That is, a council member shall not engage the person addressing the Council in colloquy, but shall speak only when granted the floor by the Council President. All persons and/or council members shall not interrupt one another. The duty of mutual respect set forth in Rule 1.2 and the rules governing debate set forth in *Robert's Rules of Order* shall extend to all speakers before the City Council. The council president pro-tem shall be charged with the task of assisting the council president to insure that all individuals desiring to speak, be they members of the public, staff or council members, shall be identified and provided the opportunity to speak.

THE CITY OF SPOKANE



ADVANCE COUNCIL AGENDA

MEETING OF MONDAY, DECEMBER 12, 2016

MISSION STATEMENT

TO DELIVER EFFICIENT AND EFFECTIVE SERVICES
THAT FACILITATE ECONOMIC OPPORTUNITY
AND ENHANCE QUALITY OF LIFE.

MAYOR DAVID A. CONDON

COUNCIL PRESIDENT BEN STUCKART

COUNCIL MEMBER BREEAN BEGGS

COUNCIL MEMBER LORI KINNEAR

COUNCIL MEMBER KAREN STRATTON

COUNCIL MEMBER MIKE FAGAN

COUNCIL MEMBER CANDACE MUMM

COUNCIL MEMBER AMBER WALDREF

CITY COUNCIL CHAMBERS
CITY HALL

808 W. SPOKANE FALLS BLVD.
SPOKANE, WA 99201

CITY COUNCIL BRIEFING SESSION

Council will adopt the Administrative Session Consent Agenda after they have had appropriate discussion. Items may be moved to the 6:00 p.m. Legislative Session for formal consideration by the Council at the request of any Council Member.

SPOKANE CITY COUNCIL BRIEFING SESSIONS (BEGINNING AT 3:30 P.M. EACH MONDAY) AND LEGISLATIVE SESSIONS (BEGINNING AT 6:00 P.M. EACH MONDAY) ARE BROADCAST LIVE ON CITY CABLE CHANNEL FIVE AND STREAMED LIVE ON THE CHANNEL FIVE WEBSITE. THE SESSIONS ARE REPLAYED ON CHANNEL FIVE ON THURSDAYS AT 6:00 P.M. AND FRIDAYS AT 10:00 A.M.

The Briefing Session is open to the public, but will be a workshop meeting. Discussion will be limited to Council Members and appropriate Staff and Counsel. There will be an opportunity for the expression of public views on any issue not relating to the Current or Advance Agendas during the Open Forum at the beginning and the conclusion of the Legislative Agenda.

ADDRESSING THE COUNCIL

- No one may speak without first being recognized for that purpose by the Chair. Except for named parties to an adjudicative hearing, a person may be required to sign a sign-up sheet as a condition of recognition.
- Each person speaking at the public microphone shall print his or her name and address on the sheet provided at the entrance and verbally identify him/herself by name, address and, if appropriate, representative capacity.
- If you are submitting letters or documents to the Council Members, please provide a minimum of ten copies via the City Clerk. The City Clerk is responsible for officially filing and distributing your submittal.
- In order that evidence and expressions of opinion be included in the record and that decorum befitting a deliberative process be maintained, modes of expression such as demonstration, banners, applause and the like will not be permitted.
- A speaker asserting a statement of fact may be asked to document and identify the source of the factual datum being asserted.

SPEAKING TIME LIMITS: Unless deemed otherwise by the Chair, each person addressing the Council shall be limited to a three-minute speaking time.

CITY COUNCIL AGENDA: The City Council Advance and Current Agendas may be obtained prior to Council Meetings from the Office of the City Clerk during regular business hours (8 a.m. - 5 p.m.). The Agenda may also be accessed on the City website at www.spokanecity.org. Agenda items are available for public review in the Office of the City Clerk during regular business hours.

AMERICANS WITH DISABILITIES ACT (ADA) INFORMATION: The City of Spokane is committed to providing equal access to its facilities, programs and services for persons with disabilities. The Spokane City Council Chamber in the lower level of Spokane City Hall, 808 W. Spokane Falls Blvd., is wheelchair accessible and also is equipped with an infrared assistive listening system for persons with hearing loss. Headsets may be checked out (upon presentation of picture I.D.) at the City Cable 5 Production Booth located on the First Floor of the Municipal Building, directly above the Chase Gallery or through the meeting organizer. Individuals requesting reasonable accommodations or further information may call, write, or email Christine Cavanaugh at (509) 625-6383, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or ccavanaugh@spokanecity.org. Persons who are deaf or hard of hearing may contact Ms. Cavanaugh at (509) 625-7083 through the Washington Relay Service at 7-1-1. Please contact us forty-eight (48) hours before the meeting date.

If you have questions, please call the Agenda Hotline at 625-6350.

BRIEFING SESSION

(3:30 p.m.)

(Council Chambers Lower Level of City Hall)
(No Public Testimony Taken)

Council Reports

Staff Reports

Committee Reports

Advance Agenda Review

Current Agenda Review

ADMINISTRATIVE SESSION

Roll Call of Council

CONSENT AGENDA

REPORTS, CONTRACTS AND CLAIMS

RECOMMENDATION

- | | | | |
|----|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|---------------|
| 1. | Annual Value Blanket Orders for Cold Mix Asphalt with: | Approve
All | BID 4305-16 |
| | a. Central Pre-Mix (Spokane, WA). | | OPR 2016-0944 |
| | b. Shamrock Mfg (Spokane, WA). | | OPR 2016-0945 |
| | c. Lakeside Industries (Issaquah, WA). | | OPR 2016-0946 |
| | d. Kool Mix Asphalt Inc. (Yakima, WA). | | OPR 2016-0947 |
| | Total Estimated annual cost: \$200,000 (incl. tax).
Andy Schenk | | |
| 2. | Purchase of miscellaneous new tires from GCR Tires Inc. (Spokane, WA) for the Fleet Services Department on an "as needed" basis using Washington State Contract #01712—\$375,000 (incl. tax).
Gene Jakubczak | Approve | OPR 2016-0948 |
| 3. | Purchase PC, Laptop and Mobile Data Hardware Equipment from Dell Marketing L.P. (Dell Financial Services, L.L.C) (Austin, TX) for replacements and additional equipment for various departments from January 1, 2017 through December 31, 2017—\$500,000 (plus tax & shipping). Michael Sloon | Approve | OPR 2016-0949 |

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|-----|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|---------------|
| 4. | Purchase servers and related equipment from Lenovo, Inc. (Armonk, NY) for the ITSD Department utilizing WA State Contract #05815-007/MNWNC-117 from January 1, 2017 through December 31, 2017—\$152,000 (plus tax & shipping).
Michael Sloon | Approve | OPR 2016-0950 |
| 5. | Value Blanket Orders with Galls LLC, DBA, Blumenthal Uniforms Co. (Spokane, WA) for Police Jumpsuits utilizing WA State Contract #06810—\$150,000 (incl. tax).
Kevin King | Approve | OPR 2016-0951 |
| 6. | Contract Extension No. 4 with Galls LLC, DBA, Blumenthal Uniforms Co. (Spokane, WA) for police uniforms, alterations and repair services for 2017—Estimated expenses \$150,000. (This is the fourth and final extension)
Kevin King | Approve | OPR 2012-0911 |
| 7. | Contract Extension with Spokane C.O.P.S (Spokane, WA) to administer local Spokane policing programs from January 1, 2017 through December 31, 2017—not exceed \$364,575. (First of two one-year renewal options).
Kevin King | Approve | OPR 2015-1058 |
| 8. | Interlocal agreement between the City and Spokane County for Crime Check services to be provided by the Spokane County 911/ Emergency Communications Department from January 1, 2017 through December 31, 2017—\$681,861.
Kevin King | Approve | OPR 2016-0952 |
| 9. | Interlocal agreement between the City and Spokane Transit Authority (Spokane, WA) to provide a safe and secure environment in downtown Spokane from January 1, 2017 through December 31, 2017—\$86,900 Revenue.
Kevin King | Approve | OPR 2016-0953 |
| 10. | Purchase of the Microsoft Enterprise Agreement License Support to include Right to Use Microsoft & Software Assurance from Software One (Waukesha, WI) for the City using WA DES Contract #T11-MST-579 from January 1, 2017 through December 31, 2017—\$481,893.81.
Michael Sloon | Approve | OPR 2016-0954 |
| 11. | Contract Renewal No. 3 with Cerium Networks Inc. (Spokane, WA) for maintenance of Cisco equipment located in City Hall and other locations from January 1, 2017 through December 31, 2017—\$225,000 (plus tax & shipping). (Third of four one-year renewal options).
Michael Sloon | Approve | OPR 2014-0008 |

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| 12. Low Bid of SLI, LLC dba Sharp-Line Industries (Spokane, WA) for Downtown Bicycle Network Completion - Phase 3—\$100,551.49. An administrative reserve of \$10,055.15, which is 10% of the contract price, will be set aside.
Dan Buller | Approve | PRO 2016-0039
ENG 2016076 |
| 13. Contract with KPFF Consulting Engineers (Seattle, WA) for the design of the University District Pedestrian/Bicycle Bridge—not to exceed \$62,517.77. An administrative reserve of \$6,251.78, which is 10% of the total contract amount, will be set aside.
Dan Buller | Approve | OPR 2016-0955
ENG 2012119 |
| 14. Interlocal agreement between the City and Spokane County regarding certain Law Enforcement services and charge for rent for use of the Public Safety Building for the time of January 1, 2013 through December 31, 2014—\$27,488.
Tim Dunivant | Approve | OPR 2016-0956 |
| 15. Recommendation to list the Manito Methodist Episcopal Church, 3220 South Grand Boulevard, on the Spokane Register of Historic Places.
Megan Duvall | Approve | OPR 2016-0957 |
| 16. Authorization to increase the administrative reserve on the contract with West Company for Qualchan Force Main—increase of \$12,705.63 for a total administrative reserve of \$35,594.08 or 15.5% of the contract price.
Ken Brown | Approve | PRO 2016-0010
ENG 2015129 |
| 17. Contract with Varela & Associates, Inc. (Spokane, WA) for site analysis to support compliance and emergency preparedness for future stormwater events in the Indian Trail area—\$56,000.
Dan Kegley | Approve | OPR 2016-0958 |
| 18. Contract with Eccovia Solutions (Salt Lake City, UT) for a subscription to ClientTrack software that supports the City's Homeless Management Information System for the CHHS Department from December 1, 2016 through November 30, 2021—\$198,918.
David Lewis | Approve | OPR 2016-0959 |
| 19. Memorandum of Understanding between the City and Spokane County Detention Services, Geiger Corrections Center for litter clean up on right of ways and public property including below railroad viaducts as part of a Community Litter Cleanup Program grant managed by Spokane County from January 1, 2016 through June 30, 2017—\$1,580.40.
Suzanne Tresko | Approve | OPR 2016-0960 |

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| 20. Accept funding recommendations from the Community, Housing and Human Services Board for the project applications submitted for the 2017 grant year and authorize CHHS to enter into multiple contracts with awarded organizations.
Dawn Kinder | Approve | OPR 2016-0961 |
| 21. Contract Amendment with US Bank for banking services beginning January 1, 2017 through December 31, 2021—\$780,000.
Kim Bustos | Approve | OPR 2011-0537 |
| 22. Contract Extension with PSF Industries, Inc. (Seattle, WA) for boilermaker services for the Waste to Energy Facility for emergency or unscheduled outages from January 1, 2017 through March 31, 2017—\$150,000.
Chuck Conklin | Approve | OPR 2016-0413
RFB 4227-16 |
| 23. Contract Extension with Knight Construction & Supply, Inc. (Deer Park, WA) for the rebuild of gearboxes for the Waste to Energy Facility from January 1, 2017 through December 31, 2017—\$45,654.
Chuck Conklin | Approve | OPR 2015-0014 |
| 24. Contract Extension with Barr-Tech LLC (Sprague, WA) for transporting, processing, and marketing of finished product of residential and commercial yard debris and food waste from January 1, 2017 to December 31, 2017—Estimated expenditure \$1,100,000. (This is the third and final extension).
Chuck Conklin | Approve | OPR 2013-0382
RFP 3916-13 |
| 25. Authorization to enter into a Contract for wages and benefits between the City and AFSCME-Local 270 of the Washington Council of County and City Employees. The term of the collective bargaining agreement is January 1, 2017 and ending _____.
Chris Cavanuagh | Approve | OPR 2016-0962 |
| 26. Site Lease Acknowledgement amendments with AT&T Wireless (Atlanta, GA) for: | Approve
All | |
| a. 1330 Grand Boulevard - Grand Blvd Water Tank. | | OPR 1996-0732 |
| b. 4327 East 57 th St. - Brown Park II Water Tank. | | OPR 1996-0732 |
| c. 3216 South Lamonte St. - 33 rd & Lamonte Water Tank. | | OPR 1996-0732 |
| d. 3103 West 21 st Avenue - 21 st Avenue Water Tank. | | OPR 1996-0732 |
| e. 4546 West Strong Road - Five Mile Indian Trails Water Tank | | OPR 1996-0732 |

f. 3726 Little Lane - Spokane Airport.

OPR 1997-0530

g. 2403 East 37th Ave. - Garden Park Reservoir.

OPR 1995-0410

Total Annual net revenue: \$250,420.68.

Jim Sakamoto

27. Report of the Mayor of pending:

Approve &
Authorize
Payments

a. Claims and payments of previously approved obligations, including those of Parks and Library, through _____, 2016, total \$_____, with Parks and Library claims approved by their respective boards. Warrants excluding Parks and Library total \$_____.

CPR 2016-0002

b. Payroll claims of previously approved obligations through _____, 2016: \$_____.

CPR 2016-0003

28. City Council Meeting Minutes: _____, 2016

Approve
All

CPR 2016-0013

EXECUTIVE SESSION

(Closed Session of Council)

(Executive Session may be held or reconvened during the 6:00 p.m. Legislative Session)

CITY COUNCIL SESSION

(May be held or reconvened following the 3:30 p.m. Administrative Session)

(Council Briefing Center)

This session may be held for the purpose of City Council meeting with Mayoral nominees to Boards and/or Commissions. The session is open to the public.

LEGISLATIVE SESSION

(6:00 P.M.)

(Council Reconvenes in Council Chamber)

WORDS OF INSPIRATION

PLEDGE OF ALLEGIANCE

ROLL CALL OF COUNCIL

ANNOUNCEMENTS

(Announcements regarding Changes to the City Council Agenda)

BOARDS AND COMMISSIONS APPOINTMENTS

(Includes Announcements of Boards and Commissions Vacancies)

APPOINTMENTS

RECOMMENDATION

Spokane Park Board : One Appointment

Confirm

CPR 1981-0402

ADMINISTRATIVE REPORT

COUNCIL COMMITTEE REPORTS

(Committee Reports for Finance, Neighborhoods, Public Safety, Public Works, and Planning/Community and Economic Development Committees and other Boards and Commissions)

OPEN FORUM

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. This Forum shall be for a period of time not to exceed thirty minutes. After all the matters on the Agenda have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for a period of time not to exceed thirty minutes. Each speaker will be limited to three minutes, unless otherwise deemed by the Chair. If you wish to speak at the forum, please sign up on the sign-up sheet located in the Chase Gallery.

Note: No person shall be permitted to speak at Open Forum more often than once per month (Council Rule 2.2.6).

LEGISLATIVE AGENDA

NO EMERGENCY BUDGET ORDINANCES

NO EMERGENCY ORDINANCES

RESOLUTIONS & FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

- RES 2016-0098 Determining the use of funds received by the City in connection with traffic zone infractions issued under the school speed zone traffic camera pilot program.
Council President Stuckart
- RES 2016-0099 Recognizing the Ft. George Wright Drive Station and Corridor Plan as a declaration of the West Hills neighborhood's desired future condition, providing direction for neighborhood-based improvement activities, as well as neighborhood priorities involving future projects.
Kevin Freibott

- RES 2016-0100 Allowing the use of a drone for aerial photography at the Normandie Complex. Section 1.08.060 of the Spokane Municipal Code requires a City Council Resolution for any City department utilizing surveillance equipment.
Ed Lukas
- RES 2016-0101 Approving a Development Agreement between the City and Beacon Hill Spokane, Inc.
Lisa Key and Council Member Fagan
- RES 2016-0102 Setting hearing before the City Council for January 9, 2017 for the vacation of the alley between Main Avenue and Spokane Falls Boulevard - from the east line of Wall Street to the west line of Howard Street as requested by owners having an interest in real estate abutting the above right-of-way. (Riverside Neighborhood)
Eldon Brown
- RES 2016-0103 Declaring a RevolveAir Charge Station surplus and authorizing its transfer to Spokane County Fire District 8 as authorized by RCW 39.33.010.
Brian Schaeffer
- ORD C35465 (To be considered under Hearing Item H1.b.)

FIRST READING ORDINANCES

(No Public Testimony Will Be Taken)

- ORD C35463 Relating to the parking and business improvement area, amending SMC sections 4.31.050.
Jonathan Mallahan
- ORD C35464 Amending Chapter 3.01A of the Spokane Municipal Code to change the titles of various City Departments.
Pat Dalton

FURTHER ACTION DEFERRED

NO SPECIAL CONSIDERATIONS

HEARINGS

(If there are items listed you wish to speak on, please sign your name on the sign-up sheets in the Chase Gallery.)

RECOMMENDATION

- | | | | |
|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------|------------------------------|
| H1. | a. 2017 Downtown Business Improvement District Management Plan. | Accept | OPR 2016-0943
ENG 2010034 |
| | b. Final Reading Ordinance C35465 approving and confirming the 2017 assessments and assessment roll for the Downtown Parking and Business Improvement Area prepared under Ordinance No. C32923, as amended. | Pass Upon
Roll Call
Vote | ORD C35465
ENG 2010034 |

Jonathan Mallahan

**Motion to Approve Advance Agenda for December 12, 2016
(per Council Rule 2.1.2)**

OPEN FORUM (CONTINUED)

This is an opportunity for citizens to discuss items of interest not relating to the Current or Advance Agendas nor relating to political campaigns/items on upcoming election ballots. This Forum shall be for a period of time not to exceed thirty minutes. After all the matters on the Agenda have been acted on, unless it is 10:00 p.m. or later, the open forum shall continue for a period of time not to exceed thirty minutes. Each speaker will be limited to three minutes, unless otherwise deemed by the Chair. If you wish to speak at the forum, please sign up on the sign-up sheet located in the Chase Gallery.

Note: No person shall be permitted to speak at Open Forum more often than once per month (Council Rule 2.2.6).

ADJOURNMENT

The December 12, 2016, Regular Legislative Session of the City Council is adjourned to January 9, 2017.

NOTES

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>		11/30/2016	
<u>Clerk's File #</u>		OPR 2016-0944	
<u>Renews #</u>			
<u>Submitting Dept</u>	STREETS	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ANDY SCHENK 625-7738	<u>Project #</u>	
<u>Contact E-Mail</u>	ASCHENK@SPOKANECITY.ORG	<u>Bid #</u>	BID #4305-16
<u>Agenda Item Type</u>	Purchase w/o Contract	<u>Requisition #</u>	VALUE BLANKET ORDERS
<u>Agenda Item Name</u>	1100 - STREET DEPT PURCHASE OF COLD MIX ASPHALT – CENTRAL PRE-MIX		
<u>Agenda Wording</u> Award Value Blanket Orders to all four (4) companies that responded to Bid #4305-16 - \$200,000.00 total including tax			
<u>Summary (Background)</u> On October 31, 2016 the City of Spokane received sealed bids for Cold Mix Asphalt. Four (4) responses were received and staff wishes to award a value blanket order for all four (4) companies. Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Value Blanket Orders with each of the four asphalt companies so we can purchase the product that is most effective for the condition the product is being used.			
<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 200,000.00	#	various
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SERBOUSEK, MARK	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	TPRINCE	
<u>For the Mayor</u>	SANDERS, THERESA	ASCHENK	
<u>Additional Approvals</u>			
<u>Purchasing</u>	PRINCE, THEA		

BID TABULATION

BID 4305-16 Cold Mix

DUE: 11/7/16

BIDS RECEIVE	<p>Central Pre-Mix 5111 E Broadway Spokane WA 99212</p> <p>Bruce Buck bbuck@oldcastlematerials.com</p> <p>536-3355</p> <p>Elastipatch Brand Oil Brand – Western States Asphalt Elastipatch Oil Target Gradations Attached</p>	<p>Shamrock Mfg 110 N Hayford Rd Spokane WA 99224</p> <p>Chuck Green chuckg@shamrockpaving.com</p> <p>244-2800</p> <p>Elastipatch Brand Oil Brand – Western State Asphalt 3/8" 100% Passing #8 30-50% Passing #200 0-5% Passing</p>	<p>Lakeside Industries 6505 226th Place SE Issaquah, WA 98027</p> <p>Rick Rawlings rickr@lakesideind.com</p> <p>(425) 313-2681</p> <p>EZ Street Oil Brand – US Oil Spec sheet attached</p>	<p>Kool Mix Asphalt Inc. 4301 Coolidge Place Yakima WA 98903</p> <p>Karen Hyatt Karen@koolmixasphalt.com</p> <p>(509) 654-2544</p> <p>Patent Pending 3-30-11 Polymeric Asphalt Oil Modifier "Kool Mix Asphalt" Green Oil</p>
Cold Mix	<p>\$113.00/Ton Picked Up</p> <p>\$120.00/Ton Delivered</p>	<p>\$120.00/Ton Picked Up</p> <p>\$137.00/Ton Delivered</p>	<p>\$102.00/Ton Picked Up</p> <p>\$144.00/Ton Delivered (32 Ton Loads)</p>	<p>\$155.00/Ton Picked Up</p> <p>\$215.00/Ton Delivered Watson Asphalt</p> <p>\$195.00/Ton Delivered Poe Asphalt</p>
<p>List any delivery fees, fuel surcharges, etc. that will be charged</p> <p>If not listed here – additional fees will not be allowed</p>	<p>Delivery will be based on a minimum 14 ton load size</p>	<p>\$150.00 lump sum per load for any short load under 12 Ton in addition to delivered price per ton</p>		<p>1 Week notice for delivery</p> <p>Minimum order 25 Ton</p> <p>Payment Net 15 days after delivery</p>
Locations for Pick Up	<p>Sullivan Road 2010 N Sullivan Road Spokane Valley WA 99216 7am – 4pm</p>	<p>Shamrock Mfg Inc. 1100 N Hayford Rd Spokane WA 99224 7am – 3pm</p>	<p>GSE 660 230th Ave South Issaquah WA 7am – 3pm</p>	<p>Watson Asphalt 19220 NE Union Hill Road Redmond WA 98053</p>

	536-3408 370-4246 After Hours	244-2800	(425)313-2681	8am – 4pm (425) 868-4104 Poe Asphalt 2732 N Beck Road Post Falls ID (In Negotiation 11/41/6) 8am – 4pm (208) 777-0498 Pyramid Materials 8857 Dickey Rd NW Silverdale, WA 8am – 4pm (425) 757-0761
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BRIEFING PAPER
Public Works Committee
Street Department
April 11, 2016

Subject

Annual Blanket Orders for Cold Mix Asphalt with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc., all Washington State companies.

Background

This material is used by the Street Department, Sewer Maintenance and Water Department when hot mix asphalt is not available (usually November through March). These mixes are proprietary asphalt oils.

Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Blanket Orders with each of the four Asphalt Companies, so we can purchase the product that is most effective for the condition the product is being used.

The City of Spokane Purchasing Department requested bids in November of 2016 (Bid # 4305-16) from the major asphalt producers in the State. The estimated annual cost for all departments is \$200,000.

Impact

The Street Department along with other City Departments will use cold mix asphalt when hot mix asphalt is not available. The use for the Street Department is mainly for pothole repair throughout the winter months.

Action

Approve the use of Annual Blanket Orders for Asphalt Mixes with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc.

Funding

This has been programmed in to the Departments' 2016 and 2017 budgets.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0945
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	BID #4305-16
<u>Requisition #</u>	VALUE BLANKET ORDERS

<u>Submitting Dept</u>	STREETS
<u>Contact Name/Phone</u>	ANDY SCHENK 625-7738
<u>Contact E-Mail</u>	ASCHENK@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	1100 - STREET DEPT PURCHASE OF COLD MIX ASPHALT – SHAMROCK MFG.

Agenda Wording

Award Value Blanket Orders to all four (4) companies that responded to Bid #4305-16 - \$200,000.00 total including tax

Summary (Background)

On October 31, 2016 the City of Spokane received sealed bids for Cold Mix Asphalt. Four (4) responses were received and staff wishes to award a value blanket order for all four (4) companies. Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Value Blanket Orders with each of the four asphalt companies so we can purchase the product that is most effective for the condition the product is being used.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 200,000.00	# various
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SERBOUSEK, MARK	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	TPRINCE	
<u>For the Mayor</u>	SANDERS, THERESA	ASCHENK	

<u>Additional Approvals</u>	
<u>Purchasing</u>	PRINCE, THEA

BID TABULATION

BID 4305-16 Cold Mix

DUE: 11/7/16

BIDS RECEIVE	<p>Central Pre-Mix 5111 E Broadway Spokane WA 99212</p> <p>Bruce Buck bbuck@oldcastlematerials.com</p> <p>536-3355</p> <p>Elastipatch Brand Oil Brand – Western States Asphalt Elastipatch Oil Target Gradations Attached</p>	<p>Shamrock Mfg 110 N Hayford Rd Spokane WA 99224</p> <p>Chuck Green chuckg@shamrockpaving.com</p> <p>244-2800</p> <p>Elastipatch Brand Oil Brand – Western State Asphalt 3/8" 100% Passing #8 30-50% Passing #200 0-5% Passing</p>	<p>Lakeside Industries 6505 226th Place SE Issaquah, WA 98027</p> <p>Rick Rawlings rickr@lakesideind.com</p> <p>(425) 313-2681</p> <p>EZ Street Oil Brand – US Oil Spec sheet attached</p>	<p>Kool Mix Asphalt Inc. 4301 Coolidge Place Yakima WA 98903</p> <p>Karen Hyatt Karen@koolmixasphalt.com</p> <p>(509) 654-2544</p> <p>Patent Pending 3-30-11 Polymeric Asphalt Oil Modifier "Kool Mix Asphalt" Green Oil</p>
Cold Mix	<p>\$113.00/Ton Picked Up</p> <p>\$120.00/Ton Delivered</p>	<p>\$120.00/Ton Picked Up</p> <p>\$137.00/Ton Delivered</p>	<p>\$102.00/Ton Picked Up</p> <p>\$144.00/Ton Delivered (32 Ton Loads)</p>	<p>\$155.00/Ton Picked Up</p> <p>\$215.00/Ton Delivered Watson Asphalt</p> <p>\$195.00/Ton Delivered Poe Asphalt</p>
<p>List any delivery fees, fuel surcharges, etc. that will be charged</p> <p>If not listed here – additional fees will not be allowed</p>	<p>Delivery will be based on a minimum 14 ton load size</p>	<p>\$150.00 lump sum per load for any short load under 12 Ton in addition to delivered price per ton</p>		<p>1 Week notice for delivery</p> <p>Minimum order 25 Ton</p> <p>Payment Net 15 days after delivery</p>
Locations for Pick Up	<p>Sullivan Road 2010 N Sullivan Road Spokane Valley WA 99216 7am – 4pm</p>	<p>Shamrock Mfg Inc. 1100 N Hayford Rd Spokane WA 99224 7am – 3pm</p>	<p>GSE 660 230th Ave South Issaquah WA 7am – 3pm</p>	<p>Watson Asphalt 19220 NE Union Hill Road Redmond WA 98053</p>

	536-3408 370-4246 After Hours	244-2800	(425)313-2681	8am – 4pm (425) 868-4104 Poe Asphalt 2732 N Beck Road Post Falls ID (In Negotiation 11/41/6) 8am – 4pm (208) 777-0498 Pyramid Materials 8857 Dickey Rd NW Silverdale, WA 8am – 4pm (425) 757-0761
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BRIEFING PAPER
Public Works Committee
Street Department
April 11, 2016

Subject

Annual Blanket Orders for Cold Mix Asphalt with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc., all Washington State companies.

Background

This material is used by the Street Department, Sewer Maintenance and Water Department when hot mix asphalt is not available (usually November through March). These mixes are proprietary asphalt oils.

Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Blanket Orders with each of the four Asphalt Companies, so we can purchase the product that is most effective for the condition the product is being used.

The City of Spokane Purchasing Department requested bids in November of 2016 (Bid # 4305-16) from the major asphalt producers in the State. The estimated annual cost for all departments is \$200,000.

Impact

The Street Department along with other City Departments will use cold mix asphalt when hot mix asphalt is not available. The use for the Street Department is mainly for pothole repair throughout the winter months.

Action

Approve the use of Annual Blanket Orders for Asphalt Mixes with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc.

Funding

This has been programmed in to the Departments' 2016 and 2017 budgets.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0946
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	BID #4305-16
<u>Requisition #</u>	VALUE BLANKET ORDERS

<u>Submitting Dept</u>	STREETS
<u>Contact Name/Phone</u>	ANDY SCHENK 625-7738
<u>Contact E-Mail</u>	ASCHENK@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	1100 - STREET DEPT PURCHASE OF COLD MIX ASPHALT – LAKESIDE IND.

Agenda Wording

Award Value Blanket Orders to all four (4) companies that responded to Bid #4305-16 - \$200,000.00 total including tax

Summary (Background)

On October 31, 2016 the City of Spokane received sealed bids for Cold Mix Asphalt. Four (4) responses were received and staff wishes to award a value blanket order for all four (4) companies. Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Value Blanket Orders with each of the four asphalt companies so we can purchase the product that is most effective for the condition the product is being used.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 200,000.00	# various
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SERBOUSEK, MARK	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	TPRINCE	
<u>For the Mayor</u>	SANDERS, THERESA	ASCHENK	

<u>Additional Approvals</u>	
<u>Purchasing</u>	PRINCE, THEA

BID TABULATION

BID 4305-16 Cold Mix

DUE: 11/7/16

BIDS RECEIVE	<p>Central Pre-Mix 5111 E Broadway Spokane WA 99212</p> <p>Bruce Buck bbuck@oldcastlematerials.com</p> <p>536-3355</p> <p>Elastipatch Brand Oil Brand – Western States Asphalt Elastipatch Oil Target Gradations Attached</p>	<p>Shamrock Mfg 110 N Hayford Rd Spokane WA 99224</p> <p>Chuck Green chuckg@shamrockpaving.com</p> <p>244-2800</p> <p>Elastipatch Brand Oil Brand – Western State Asphalt 3/8" 100% Passing #8 30-50% Passing #200 0-5% Passing</p>	<p>Lakeside Industries 6505 226th Place SE Issaquah, WA 98027</p> <p>Rick Rawlings rickr@lakesideind.com</p> <p>(425) 313-2681</p> <p>EZ Street Oil Brand – US Oil Spec sheet attached</p>	<p>Kool Mix Asphalt Inc. 4301 Coolidge Place Yakima WA 98903</p> <p>Karen Hyatt Karen@koolmixasphalt.com</p> <p>(509) 654-2544</p> <p>Patent Pending 3-30-11 Polymeric Asphalt Oil Modifier "Kool Mix Asphalt" Green Oil</p>
Cold Mix	<p>\$113.00/Ton Picked Up</p> <p>\$120.00/Ton Delivered</p>	<p>\$120.00/Ton Picked Up</p> <p>\$137.00/Ton Delivered</p>	<p>\$102.00/Ton Picked Up</p> <p>\$144.00/Ton Delivered (32 Ton Loads)</p>	<p>\$155.00/Ton Picked Up</p> <p>\$215.00/Ton Delivered Watson Asphalt</p> <p>\$195.00/Ton Delivered Poe Asphalt</p>
<p>List any delivery fees, fuel surcharges, etc. that will be charged</p> <p>If not listed here – additional fees will not be allowed</p>	<p>Delivery will be based on a minimum 14 ton load size</p>	<p>\$150.00 lump sum per load for any short load under 12 Ton in addition to delivered price per ton</p>		<p>1 Week notice for delivery</p> <p>Minimum order 25 Ton</p> <p>Payment Net 15 days after delivery</p>
Locations for Pick Up	<p>Sullivan Road 2010 N Sullivan Road Spokane Valley WA 99216 7am – 4pm</p>	<p>Shamrock Mfg Inc. 1100 N Hayford Rd Spokane WA 99224 7am – 3pm</p>	<p>GSE 660 230th Ave South Issaquah WA 7am – 3pm</p>	<p>Watson Asphalt 19220 NE Union Hill Road Redmond WA 98053</p>

	536-3408 370-4246 After Hours	244-2800	(425)313-2681	8am – 4pm (425) 868-4104 Poe Asphalt 2732 N Beck Road Post Falls ID (In Negotiation 11/41/6) 8am – 4pm (208) 777-0498 Pyramid Materials 8857 Dickey Rd NW Silverdale, WA 8am – 4pm (425) 757-0761
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BRIEFING PAPER
Public Works Committee
Street Department
April 11, 2016

Subject

Annual Blanket Orders for Cold Mix Asphalt with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc., all Washington State companies.

Background

This material is used by the Street Department, Sewer Maintenance and Water Department when hot mix asphalt is not available (usually November through March). These mixes are proprietary asphalt oils.

Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Blanket Orders with each of the four Asphalt Companies, so we can purchase the product that is most effective for the condition the product is being used.

The City of Spokane Purchasing Department requested bids in November of 2016 (Bid # 4305-16) from the major asphalt producers in the State. The estimated annual cost for all departments is \$200,000.

Impact

The Street Department along with other City Departments will use cold mix asphalt when hot mix asphalt is not available. The use for the Street Department is mainly for pothole repair throughout the winter months.

Action

Approve the use of Annual Blanket Orders for Asphalt Mixes with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc.

Funding

This has been programmed in to the Departments' 2016 and 2017 budgets.



Agenda Sheet for City Council Meeting of:
12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0947
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	BID #4305-16
<u>Requisition #</u>	VALUE BLANKET ORDERS

<u>Submitting Dept</u>	STREETS
<u>Contact Name/Phone</u>	ANDY SCHENK 625-7738
<u>Contact E-Mail</u>	ASCHENK@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	1100 - STREET DEPT PURCHASE OF COLD MIX ASPHALT – KOOL MIX

Agenda Wording

Award Value Blanket Orders to all four (4) companies that responded to Bid #4305-16 - \$200,000.00 total including tax

Summary (Background)

On October 31, 2016 the City of Spokane received sealed bids for Cold Mix Asphalt. Four (4) responses were received and staff wishes to award a value blanket order for all four (4) companies. Each asphalt company has a different product that has a specific asphalt oil blend and aggregate requirement. We are creating Value Blanket Orders with each of the four asphalt companies so we can purchase the product that is most effective for the condition the product is being used.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 200,000.00	#	various
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SERBOUSEK, MARK	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	TPRINCE	
<u>For the Mayor</u>	SANDERS, THERESA	ASCHENK	
<u>Additional Approvals</u>			
<u>Purchasing</u>	PRINCE, THEA		

BID TABULATION

BID 4305-16 Cold Mix

DUE: 11/7/16

BIDS RECEIVE	<p>Central Pre-Mix 5111 E Broadway Spokane WA 99212</p> <p>Bruce Buck bbuck@oldcastlematerials.com</p> <p>536-3355</p> <p>Elastipatch Brand Oil Brand – Western States Asphalt Elastipatch Oil Target Gradations Attached</p>	<p>Shamrock Mfg 110 N Hayford Rd Spokane WA 99224</p> <p>Chuck Green chuckg@shamrockpaving.com</p> <p>244-2800</p> <p>Elastipatch Brand Oil Brand – Western State Asphalt 3/8" 100% Passing #8 30-50% Passing #200 0-5% Passing</p>	<p>Lakeside Industries 6505 226th Place SE Issaquah, WA 98027</p> <p>Rick Rawlings rickr@lakesideind.com</p> <p>(425) 313-2681</p> <p>EZ Street Oil Brand – US Oil Spec sheet attached</p>	<p>Kool Mix Asphalt Inc. 4301 Coolidge Place Yakima WA 98903</p> <p>Karen Hyatt Karen@koolmixasphalt.com</p> <p>(509) 654-2544</p> <p>Patent Pending 3-30-11 Polymeric Asphalt Oil Modifier "Kool Mix Asphalt" Green Oil</p>
Cold Mix	<p>\$113.00/Ton Picked Up</p> <p>\$120.00/Ton Delivered</p>	<p>\$120.00/Ton Picked Up</p> <p>\$137.00/Ton Delivered</p>	<p>\$102.00/Ton Picked Up</p> <p>\$144.00/Ton Delivered (32 Ton Loads)</p>	<p>\$155.00/Ton Picked Up</p> <p>\$215.00/Ton Delivered Watson Asphalt</p> <p>\$195.00/Ton Delivered Poe Asphalt</p>
<p>List any delivery fees, fuel surcharges, etc. that will be charged</p> <p>If not listed here – additional fees will not be allowed</p>	<p>Delivery will be based on a minimum 14 ton load size</p>	<p>\$150.00 lump sum per load for any short load under 12 Ton in addition to delivered price per ton</p>		<p>1 Week notice for delivery</p> <p>Minimum order 25 Ton</p> <p>Payment Net 15 days after delivery</p>
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	536-3408 370-4246 After Hours	244-2800	(425)313-2681	8am – 4pm (425) 868-4104 Poe Asphalt 2732 N Beck Road Post Falls ID (In Negotiation 11/41/6) 8am – 4pm (208) 777-0498 Pyramid Materials 8857 Dickey Rd NW Silverdale, WA 8am – 4pm (425) 757-0761
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BRIEFING PAPER
Public Works Committee
Street Department
April 11, 2016

Subject

Annual Blanket Orders for Cold Mix Asphalt with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc., all Washington State companies.

Background

This material is used by the Street Department, Sewer Maintenance and Water Department when hot mix asphalt is not available (usually November through March). These mixes are proprietary asphalt oils.

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The City of Spokane Purchasing Department requested bids in November of 2016 (Bid # 4305-16) from the major asphalt producers in the State. The estimated annual cost for all departments is \$200,000.

Impact

The Street Department along with other City Departments will use cold mix asphalt when hot mix asphalt is not available. The use for the Street Department is mainly for pothole repair throughout the winter months.

Action

Approve the use of Annual Blanket Orders for Asphalt Mixes with Central Pre-Mix, Shamrock Mfg, Lakeside Industries, and Kool Mix Asphalt Inc.

Funding

This has been programmed in to the Departments' 2016 and 2017 budgets.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/28/2016
<u>Clerk's File #</u>	OPR 2016-0948
<u>Renews #</u>	

<u>Submitting Dept</u>	FLEET OPERATIONS	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	GENE JAKUBCZAK 625-7865	<u>Project #</u>	
<u>Contact E-Mail</u>	GJAKUBCZAK@SPOKANECITY.ORG	<u>Bid #</u>	STATE CONTRACT #01712
<u>Agenda Item Type</u>	Purchase w/o Contract	<u>Requisition #</u>	VB
<u>Agenda Item Name</u>	5100 - FLEET SERVICES PURCHASE OF MISC NEW TIRES		

Agenda Wording

Purchase of miscellaneous new tires on an "as needed" basis from GCR Tires Inc. (Spokane, WA) using Washington State Contract #01712 \$375,000,00 including tax.

Summary (Background)

As a member of the Washington State Cooperative, State Contract Pricing is available to the City. The State of Washington contract represents the best pricing available to us because the State Contract is allowed a deeper discount from the manufacturer.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 375,000,000	# various
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	RIGGS, STEVE	<u>Study Session</u>	PWC 11/14/16
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	gjakubczak	
<u>For the Mayor</u>	SANDERS, THERESA	tprince	

<u>Additional Approvals</u>	
<u>Purchasing</u>	PRINCE, THEA

BRIEFING PAPER
Utilities Division
Fleet Services Department
November 14, 2016

Subject:

Approve Value Blanket with GCR Tires Inc. (Spokane, WA) for miscellaneous new tires to be purchased on an "as needed" basis by the Fleet Services Department using Washington State contract #01712. Estimated annual expenditure is \$375,000.00 including tax.

Background:

As a member of the Washington State Purchasing Cooperative, State contract pricing is available to the city through GCR Tires Inc. The state contract represents the best price available to the city as the State Contractor is allowed a deeper discount through the manufacturers.

Impact:

This VB is used to procure the automotive tires required to maintain the city's equipment fleet.

Action:

Approve the annual value blanket with GCR Inc. for the supply of miscellaneous tires.

Funding:

The estimated annual expenditure was included in the 2017 Fleet Services Department budget.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0949
<u>Renews #</u>	
<u>Cross Ref #</u>	OPR 2016-0005
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	VB MASTER

<u>Submitting Dept</u>	INNOVATION & TECHNOLOGY SERVICES
<u>Contact Name/Phone</u>	MICHAEL SLOON 625-6468
<u>Contact E-Mail</u>	MSLOON@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	DELL 2017

Agenda Wording

Approval to Purchase PC, Laptop and Mobile Data Hardware Equip from Dell Marketing L.P. (Dell Financial Services, L.L.C) Austin, TX. \$500,000 for replacements and additional equipment. January 1,2017-December 31,2017

Summary (Background)

Dell Marketing L.P currently provides the City of Spokane with PC, Laptop, and Mobile Data Hardware for purchase for various City Departments. The purpose of the new equipment is for efficiencies, improved service, high speed connectivity, future capacity, and aligns with The City's standard for PC, Laptop and Mobile Data Equipment and deployment. The City has utilized WA State Contract #05815-003/MNWN-108 for its selection of Dell Marketing L.P.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 500,000 plus tax and shipping	# Various
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SLOON, MICHAEL	<u>Study Session</u>	Fin Com 12/5/16
<u>Division Director</u>	FINCH, ERIC	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Accounting - kkeck@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	Contract Accounting - jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		Legal - hwhaley@spokanecity.org	
<u>Purchasing</u>	WAHL, CONNIE	Purchasing - cwahl@spokanecity.org	
		IT - itadmin@spokancity.org	
		Taxes & Licenses	
		omar_osorio@dell.com	

BRIEFING PAPER
City of Spokane
Information Technology
December 5, 2016

Subject

Approval to purchase, PC, Laptop and Mobile Data Hardware Equipment from Dell Marketing L.P. (Dell Financial Services, L.L.C) Austin, TX. \$500,000 for replacements and additional equipment.
January 1, 2017 through December 31, 2017 for a maximum of \$500,000

Background

Dell Marketing L.P. currently provides the City of Spokane with PC, Laptop, and Mobile Data Hardware for purchase for various City Departments. The purpose of the new equipment is for efficiencies, improved service, high speed connectivity, future capacity, and aligns with The City's standard for PC, Laptop and Mobile Data equipment and deployment. The City of Spokane ITSD Department has utilized WA State Contract #05815-003/MNWNC-108 for its selection of Dell Marketing L.P.

2016 - \$821,760

Impact

Without this approval to purchase, the ITSD Department would be required to bring any purchase over The City Purchase Limit (\$48,700) to City Council for Approval.

Action

City ITSD recommends approval

Funding

Various Accounts



STATE OF MINNESOTA
Materials Management Division
112 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Voice: 651.296.2600
Fax: 651.297.3996



MINNESOTA WSCA-NASPO MASTER AGREEMENT AWARD
WITH
LENOVO (UNITED STATES) INC.
FOR
COMPUTER EQUIPMENT: (Desktops, Laptops, Tablets, Servers and Storage
including Related Peripherals & Services)

To: **Lenovo (United States) Inc.**
1009 Think Place
Morrisville, NC 27560

CONTRACT NO:

MNWNC-117

Contract Vendor Administrator: **Melissa**
Autrey Freeman
Email: mautrey@lenovo.com
Phone: (919) 294-0609

CONTRACT PERIOD:

April 1, 2015, or upon final
executed signatures,
whichever is later

Through

March 31, 2017

EXTENSION OPTION:

UP TO 36 MONTHS

You are hereby notified that your response to our solicitation, which opened January 31, 2014, is accepted. The following documents, in order of precedence, are incorporated herein by reference and constitute the entire Contract between you and the State: 1. A Participating Entity's Participating Addendum ("PA") A Participating Entity's Participating Addendum shall not diminish, change, or impact the rights of the Lead State with regard to the Lead State's contractual relationship with the Contract Vendor under the Terms of Minnesota WSCA-NASPO Master Agreement.; 2. Minnesota WSCA-NASPO Master Agreement (includes negotiated Terms and Conditions) 3. The Solicitation; and 4. the Contract Vendor's response to the Solicitation. These documents shall be read to be consistent and complementary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

1. LENOVO (UNITED STATES) INC.

The Contractor certifies that the appropriate person(s) have executed this Agreement on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.

By: *Robin Howdershelt*
Signature
Printed Name: Robin Howdershelt
Title: Sales Director, Inside Sales
Date: 2/13/15
By: _____
Signature
Printed Name: _____
Title: _____
Date: _____

2. MINNESOTA MATERIALS MANAGEMENT DIVISION

In accordance with Minn. Stat. § 16C.03, subd. 3.

By: *Joe Kane*
Signature
Title: Master Agreement Administrator
Date: 2/17/15

3. MINNESOTA COMMISSIONER OF ADMINISTRATION

Or delegated representative.

By: Original signed
Signature
Date: _____

FEB 26 2015

By **Lucas J. Jannett**

<http://twitter.com/gcsit>
<http://facebook.com/gcsit>



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Washington

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[Share](#)

Dell NASPO



GCSIT is a Dell value-added reseller on NASPO contracts in Washington

Contract

[NASPO ValuePoint Contract Portfolio](#)
<http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx>

NASPO/ValuePoint WA State Contract

05815-003

NASPO/ValuePoint Master Price Agreement

MMNWC-108

GCSIT WA NASPO ID:

20AHC

For additional information:

Call GCSIT at 866-424-2766

HP, Inc. NASPO



GCSIT is an agent on HP NASPO contracts in Washington

Contract:

[NASPO ValuePoint Contract Portfolio](#)
<http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx>

NASPO/ValuePoint WA State Contract

05815-017

NASPO/ValuePoint Master Agreement

MNWC-115

GCSIT HP, Inc. OID:

10245635

For additional information:

Call GCSIT at 866-424-2766

Hewlett Packard Enterprise NASPO



GCSIT is an agent on Hewlett Packard Enterprise NASPO contracts in Washington

Contract:

[NASPO ValuePoint Contract Portfolio](#)
<http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx>

NASPO/ValuePoint WA State Contract

05815-014

NASPO/ValuePoint Master Agreement

MNWC-115/MNNVP-134

GCSIT HP, Inc. OID:

10029205

For additional information:

Call GCSIT at 866-424-2766

Lenovo NASPO

	GCSIT is an agent on Lenovo NASPO contracts in Washington
Contract:	NASPO ValuePoint Contract Portfolio http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx
NASPO/ValuePoint WA State Contract	05815-007
NASPO/ValuePoint Master Agreement	MWNWC-117
GCSIT Lenovo OID:	Client - 1213381757; Enterprise - 1214119018
For additional information:	Call GCSIT at 866-424-2766
Brocade NASPO	
	GCSIT is a reseller on Brocade NASPO contracts in Washington
Contract:	NASPO ValuePoint Contract Portfolio http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/DataCommunication.aspx#brocade
Washington State Contract	01114
NASPO/ValuePoint Master Agreement	AR-214
For additional information:	Call GCSIT at 866-424-2766
Dell MHEC	
	GCSIT is an agent on Dell MHEC contracts in Washington
Contract:	Dell MHEC Contract (http://www.mhetechnology.org/contracts) About WICHE (http://www.wiche.edu/about/background)
MHEC Contract:	MHEC-07012015
GCSIT MHEC ID:	37AGM
For additional information:	Call GCSIT at 866-424-2766

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0950
<u>Renews #</u>	
<u>Cross Ref #</u>	OPR 2016-0004
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	VB MASTER

<u>Submitting Dept</u>	INNOVATION & TECHNOLOGY SERVICES
<u>Contact Name/Phone</u>	MICHAEL SLOON 625-6468
<u>Contact E-Mail</u>	MSLOON@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	LENOVO 2017

Agenda Wording

Approval to purchase server related equipment from Lenovo, Inc. for the ITSD Dept utilizing WA State Contract #05815-007/MNWNC-117. January 1, 2017 through December 31, 2017

Summary (Background)

Acquisition is needed to replace EOS (End of Service) servers and to purchase new servers compatible with our application requirements, server management tools, server virtualization standards as needed during the upcoming year.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ \$152,000 plus tax and shipping	# Various
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SLOON, MICHAEL	<u>Study Session</u>	Fin Com. 12/5/16
<u>Division Director</u>	FINCH, ERIC	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Accounting - kkeck@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	Contract Accounting - jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		Legal - hwhaley@spokanecity.org	
<u>Purchasing</u>	WAHL, CONNIE	Purchasing - cwahl@spokanecity.org	
		IT - itadmin@spokancity.org	
		Taxes & Licenses	
		vesguerra@lenovo.com	

BRIEFING PAPER
City of Spokane
Information Technology
December 5, 2016

Subject

Approval to purchase server related equipment from Lenovo, Inc. for the ITSD Dept Utilizing WA State Contract #05815-007/MNWNC-117.
January 1, 2017 through December 31, 2017 for a maximum of \$152,000

Background

Acquisition is needed to replace EOS (End of Service) servers and to purchase new servers compatible with our application requirements, server management tools, server virtualization standards as needed during the upcoming year.

2016 - \$163,050

Impact

Without this approval to purchase, the ITSD Department would be required to bring any purchase over The City Purchase Limit (\$48,700) to City Council for Approval.

Action

City ITSD recommends approval

Funding

Various Accounts



STATE OF MINNESOTA
Materials Management Division
112 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Voice: 651.296.2600
Fax: 651.297.3996



MINNESOTA WSCA-NASPO MASTER AGREEMENT AWARD

WITH DELL MARKETING, L.P.

FOR

COMPUTER EQUIPMENT: (Desktops, Laptops, Tablets, Servers and Storage including Related Peripherals & Services)

To: Dell Marketing L. P.
One Dell Way
Mailstop 8707 RR1-33 Legal *SM*
Round Rock, TX 78682 *2/26/15*
1.7.7 3/31/15

Contract Vendor Administrator: Diane
Wigington
Email: Diane.Wigington@dell.com
Phone: (512) 728-4805

CONTRACT NO:
CONTRACT PERIOD:
THROUGH
EXTENSION OPTION:

MNWNC-108

April 1, 2015, or upon final
executed signatures,
whichever is later

March 31, 2017

UP TO 36 MONTHS

You are hereby notified that your response to our solicitation, which opened January 31, 2014, is accepted. The following documents, in order of precedence, are incorporated herein by reference and constitute the entire Contract between you and the State: 1. A Participating Entity's Participating Addendum ("PA") A Participating Entity's Participating Addendum shall not diminish, change, or impact the rights of the Lead State with regard to the Lead State's contractual relationship with the Contract Vendor under the Terms of Minnesota WSCA-NASPO Master Agreement.; 2. Minnesota WSCA-NASPO Master Agreement (includes negotiated Terms and Conditions); 3. The Solicitation; and 4. the Contract Vendor's response to the Solicitation. These documents shall be read to be consistent and complementary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

1. DELL MARKETING L. P.

The Contractor certifies that the appropriate person(s) have executed this Agreement on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.

By: *Stephanie G. Miller*
Signature
Printed Name: Stephanie G. Miller
Title: Contract Manager / Senior Manager *SM*
Date: 16 February 2015
By: _____
Signature
Printed Name: _____
Title: _____
Date: _____

2. MINNESOTA MATERIALS MANAGEMENT DIVISION In accordance with Minn. Stat. § 16C.03, subd. 3.

By: *Sue Kane*
Signature
Title: Master Agreement Administrator
Date: 2/18/15

3. MINNESOTA COMMISSIONER OF ADMINISTRATION Or delegated representative.

By: Original signed
Signature
Date: _____

MAR 03 2015

By Lucas J. Jannett

<http://twitter.com/gcsit>
<http://facebook.com/gcsit>



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[NEWS & INFO](#) / [//NEWS-INFO](#) / [CORPORATE](#) / [//CORPORATE](#)

[Home \(/\)](#) / [Corporate \(/corporate\)](#) / [Contracts & Grants \(/corporate/contracts\)](#) / Washington

Washington

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[Share](#)

Dell NASPO



GCSIT is a Dell value-added reseller on NASPO contracts in Washington

Contract

[NASPO ValuePoint Contract Portfolio](#)
<http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx>

NASPO/ValuePoint WA State Contract

05815-003

NASPO/ValuePoint Master Price Agreement

MMNWN-108

GCSIT WA NASPO ID:

20AHC

For additional information:

Call GCSIT at 866-424-2766

HP, Inc. NASPO



GCSIT is an agent on HP NASPO contracts in Washington

Contract:

[NASPO ValuePoint Contract Portfolio](#)
<http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx>

NASPO/ValuePoint WA State Contract

05815-017

NASPO/ValuePoint Master Agreement

MNWN-115

GCSIT HP, Inc. OID:

10245635

For additional information:

Call GCSIT at 866-424-2766

Hewlett Packard Enterprise NASPO



GCSIT is an agent on Hewlett Packard Enterprise NASPO contracts in Washington

Contract:

[NASPO ValuePoint Contract Portfolio](#)
<http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx>

NASPO/ValuePoint WA State Contract

05815-014

NASPO/ValuePoint Master Agreement

MNWN-115/MNVP-134

GCSIT HP, Inc. OID:

10029205

For additional information:

Call GCSIT at 866-424-2766

Lenovo NASPO

	
GCSIT is an agent on Lenovo NASPO contracts in Washington	
Contract:	NASPO ValuePoint Contract Portfolio (http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/ComputerEquipment.aspx)
NASPO/ValuePoint WA State Contract	05815-007
NASPO/ValuePoint Master Agreement	MNWNC-117
GCSIT Lenovo OID:	Client - 1213381757; Enterprise - 1214119018
For additional information:	Call GCSIT at 866-424-2766 ☎
Brocade NASPO	
	
GCSIT is a reseller on Brocade NASPO contracts in Washington	
Contract:	NASPO ValuePoint Contract Portfolio (http://des.wa.gov/services/ContractingPurchasing/ITContracts/ITMasterContract/Pages/DataCommunication.aspx#brocade)
Washington State Contract	01114
NASPO/ValuePoint Master Agreement	AR-214
For additional information:	Call GCSIT at 866-424-2766 ☎
Dell MHEC	
	
GCSIT is an agent on Dell MHEC contracts in Washington	
Contract:	Dell MHEC Contract (http://www.mhetc.org/contracts) About WICHE (http://www.wiche.edu/about/background)
MHEC Contract:	MHEC-07012015
GCSIT MHEC ID:	37AGM
For additional information:	Call GCSIT at 866-424-2766 ☎

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0951
<u>Renews #</u>	
<u>Cross Ref #</u>	OPR 2015-1050
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	POLICE
<u>Contact Name/Phone</u>	KEVIN KING 509-835-4514
<u>Contact E-Mail</u>	KKING@SPOKANEPOLICE.ORG
<u>Agenda Item Type</u>	Purchase w/o Contract
<u>Agenda Item Name</u>	0680 BLUMENTHAL'S JUMPSUITS

Agenda Wording

Value Blanket with Galls LLC, DBA, Blumenthal Uniforms Co. utilizing WA State Contract #06810 for Police Jumpsuits.

Summary (Background)

A Value Blanket with Galls LLC, DBA, Blumehtal Uniforms Co. utilizing WA State Contract #06810 for the purchase of light-weight, mid-weight, and heavy-weight jumpsuits. These jumpsuits are essential gear for police officers. Value Blanket term is January 1, 2017 through December 31, 2017. Estimated VB amount is \$150,000. This amount also includes alterations and sales tax.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 150,000	# 0680-11410-21250-53202
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>	<u>Council Notifications</u>
<u>Dept Head</u>	LYNDS, SARAH
<u>Division Director</u>	LYNDS, SARAH
<u>Finance</u>	KECK, KATHLEEN
<u>Legal</u>	WHALEY, HUNT
<u>For the Mayor</u>	SANDERS, THERESA

<u>Study Session</u>	11/21/16
<u>Other</u>	
<u>Distribution List</u>	ewade, slynds, mmartinez, kclaar, achirowangu, cwahl
<u>Additional Approvals</u>	
<u>Purchasing</u>	

Briefing Paper
City of Spokane-Public Safety Committee
Spokane Police Department
Blumenthal's Jumpsuit Contract
November 21, 2016

Subject

Value Blanket with Galls LLC, DBA, Blumenthal Uniforms Co. utilizing WA State Contract #06810 for police jumpsuits. WA State Contract ends October 31, 2017.

Background

A contract with Galls LLC, DBA, Blumenthal Uniforms Co. utilizing WA State Contract #06810 for the purchase of light-weight, mid-weight, and heavy-weight jumpsuits. These jumpsuits are essential gear for police officers.

Value Blanket term is January 1, 2017 through October 31, 2017. Estimated VB amount is \$150,000.00. This amount also includes alterations and sales tax. The department would like to purchase approximately 150 jumpsuits.

Action

Approve jumpsuit value blanket contract with Galls LLC, DBA, Blumenthal Uniforms Co. for jumpsuits under WA State Contract #06810.

Funding

General fund

Department of Enterprise Services

Master Contracts & Consulting - Customer Service (360) 407-2210 or contractingandpurchasing@des.wa.gov

Uniforms and Accessories (WSP, Emergency

Contract#: 06810 **Replaces:** 00603 and 09403

Contract provides uniforms for correctional, law enforcement, fire, and other emergency services personnel.

custom made uniforms for State Patrol, Fish and Wildlife and Parks, including boots, hats and all weather gear. tactical and battle. Off the shelf uniform items (trousers, shirts, pants, shoes, gloves, sweaters, vests) for other users. Law enforcement accessories (police, fire fighter, EMT) such as cuffs, holsters, badge holders, jackets, leg irons, belts, mace holders, lanyards. Includes sewing alterations, hemming, repair, silk screening, etc.

Current Term Start Date: 11-01-2013 **Award Date:** 11-01-2011

Est. Annual Worth: \$588,155

Current Term Stop Date: 10-31-2015 **Final Term End On:** 10-31-2017

Commodity Code(s): 200-85 ,200-86 ,200-88 ,201-47 ,201-65

Diversity: 0% WBE 2% MBE

of Bids Received: 4

Who can use this contract?

Washington State agencies

Qualified Cooperative Members (Political Subdivisions/Non-Profit Organizations)

Participating Colleges, Universities, Community & Technical Colleges

Oregon Coop Members

Contract Documents & Resources

Current Contract Information (CCI)

Contract Comments

Pricing & Ordering Information

Vendor and Contract Performance Feedback

Specifications

Best-buy Notification

Solicitation Document - Original

Solicitation Amendment

Solicitation Results Summary - Bid Tab

Award Memo

Contractors(s):

BLUMENTHAL UNIFORMS

CHOUGH, INC

Information about the number of bids received is included to show:

- Vendors which contracts would benefit from more competition.
- Assure our customers that we sought the best overall value through as many competitive bids as possible.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2012-0911
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	RFP#3883-12
<u>Requisition #</u>	

<u>Submitting Dept</u>	POLICE
<u>Contact Name/Phone</u>	KEVIN KING 509.835.4514
<u>Contact E-Mail</u>	KKING@SPOKANEPOLICE.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	0680 BLUMENTHAL'S UNIFORMS

Agenda Wording

Contract with Blumenthal's Uniform Co., DBA Galls, for police uniforms, alterations, and repair services. Estimated expenses for 2017, \$150,000. Includes regular replacements and all new hires. Effective 1/1/17 to 12/31/17.

Summary (Background)

On September 19, 2012 an RFP for police uniforms was sent out to several vendors. The vendors included Bratwear, Armor Holdings, Cutting Edge Tactical, Territorial Supplies, The Public Safety Store, QM Uniforms, Blumenthal's and several others. On October 8, 2012, the proposal's due date, only one proposal for the uniforms bid had been submitted by Blumenthal's Uniform Co. Inc. (Spokane, WA)

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 150,000	# 0680-11410-21250-53202
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>	<u>Council Notifications</u>
<u>Dept Head</u>	LYNDS, SARAH
<u>Division Director</u>	LYNDS, SARAH
<u>Finance</u>	KECK, KATHLEEN
<u>Legal</u>	WHALEY, HUNT
<u>For the Mayor</u>	SANDERS, THERESA
<u>Additional Approvals</u>	
<u>Purchasing</u>	WAHL, CONNIE

<u>Study Session</u>	11/21/16
<u>Other</u>	
<u>Distribution List</u>	mmartinez, ewade, slynds, kclear, achirowamangu, cwahl

**Briefing Paper
City of Spokane
Spokane Police Department/Public Safety Committee
November 21, 2016**

Subject

Contract with Galls LLC, DBA, Blumenthal's Uniform Co. for police uniforms, alterations and repair services.

Estimated expenses for 2017 are one hundred fifty thousand dollars (\$150,000.00). This will include regular replacements and all new hires. The contract will be effective January 1, 2017 until December 31, 2017. This is year fourth and final extension of a four year extension option.

Background

On September 19, 2012 an RFP for police uniforms was sent out to several vendors. The vendors included Bratwear, Armor Holdings, Cutting Edge Tactical, Territorial Supplies, The Public Safety Store, QM Uniforms, Blumenthal's and several others. On October 8, 2012, the proposal's due date, only one proposal for the uniforms bid had been submitted by Blumenthal's Uniform Co, Inc. (Spokane, WA).

Impact

- Supports operations for current Police Officers
- Meets demands of bringing on new officers

Action

Approval for uniforms contract.

Funding

General Fund

PURCHASE CONTRACT

BLUMENTHAL UNIFORM CO INC., a vendor, whose address is 1306 North Howard Street, Spokane, Washington 99201, agrees to sell to the CITY OF SPOKANE, a municipal corporation duly organized under the laws of the State of Washington, POLICE UNIFORMS, subject to these terms and conditions.

1. GOVERNING LAW. This contract will be performed under the Uniform Commercial Code of the State of Washington, the place of business of the City, as buyer.

2. CONTRACT DOCUMENTS. This written contract, the specifications other than as expressly excepted to in the Vendor's bid, the Vendor's bid and the solicitation for bids comprise the contract documents, and are intended as a final expression of the contract of the parties. Parol or extrinsic evidence is inadmissible to explain, vary, or contradict the express terms of this contract. In the event of conflict between the contract documents, the documents control in the order listed.

None of the terms and conditions contained in this contract may be added to, modified, superseded or otherwise altered except by a written instrument signed by an authorized representative of the City and delivered to the Vendor, and any shipment received by the City will only be upon the terms and conditions contained in this contract, notwithstanding the City's acts in accepting or paying for any shipment or any similar act of the City.

3. DELEGATION AND ASSIGNMENT. Neither party to this contract may delegate the performance of any obligation to a third party unless mutually agreed in writing. This contract cannot be assigned without the written consent of the other party, but the Vendor assigns to the City all claims for overcharges of goods or other anti-trust violations in connection with this contract and warrants that its suppliers will also assign any such claims.

4. TERM. The contract shall begin upon approval by the Spokane City Council and run for one (1) year thereafter, unless terminated earlier. The contract may be extended for four (4) additional one-year contract periods, subject to mutual *written* agreement, with the total contract period not to exceed five (5) years.

5. DELIVERY. The Vendor agrees to deliver the goods to the Spokane Police Department, Public Safety Building, 1100 West Mallon Avenue, Spokane, Washington 99260, or be picked up at the Vendor's place of business. The delivery will not be complete until all documents are properly endorsed to the order of the City.

6. TIME. The Vendor agrees to provide individual orders within fourteen (14) days of ordering. Vendor will outfit new hires with entire set of clothing, as needed. Repairs and alterations shall be completed within one (1) week after item is submitted.

7. ACCEPTANCE. The goods will be delivered by the Vendor in accord with the contract documents. The goods will not be accepted by the City until approved by its authorized representative after inspection.

8. PAYMENT. The Vendor shall submit its application for payment to the Spokane Police Department, Administration Office, Public Safety Building, 1100 West Mallon Avenue, Spokane, Washington 99260-0001, with an itemization of items being invoiced. Payment shall be made within thirty (30) days from receipt of application for payment.

9. EXCUSE FOR NONPERFORMANCE. If the performance of any part of this contract by the Vendor or City is prevented, hindered or delayed because of causes beyond their control and which cannot be overcome by due diligence, the party affected will be excused from performance to the extent that it is necessarily prevented, hindered or delayed during the continuance of the happening or event. The party claiming to be affected must give notice to the other party within a reasonable time of the nature and extent of any force majeure condition claimed to exist. This contract will be deemed suspended so long as and to the extent that the cause prevents, hinders or delays its performance, but the City may purchase the goods elsewhere upon notice to the Vendor, in which case this contract will terminate without penalty to either party.

10. RISK OF LOSS. The risk of any damage to or destruction of the goods will be borne by the Vendor at all times until delivery.

11. TERMINATION. Either party may terminate this contract by ten (10) days *written* notice to the other party. If either party is adjudged a bankrupt, files petition, application or other pleading seeking or consenting to any relief under the Bankruptcy Act, makes or attempt to make an assignment for the benefit of creditors or to effect a plan of compromise with respect to its debts, or if the facilities used or to be used by the other party in the performing of any obligation are destroyed or rendered unfit for use because of casualty, this agreement and all further obligations automatically terminate, but obligations incurred are not discharged.

12. WARRANTY. The Vendor agrees to defend the sale of these goods against all claims.

The Vendor agrees to supply the goods in accord with the contract documents.

The Vendor warrants of the work or materials described in the specifications, including any authorized modifications thereto, for a period of one (1) year from the date of final acceptance, as follows:

- A. Against all faulty or imperfect materials, and against all imperfect or careless and/or unskilled workmanship.
- B. Against all injury or undue deterioration from proper and usual use of the work.

The Vendor shall remove or restore, without cost to the City, any work which may be found to be improper, imperfect or defective or fails to perform as specified.

13. INSURANCE. During the term of the contract, the Vendor shall maintain in force at its own expense, each insurance coverage noted below:

- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;
- B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Vendor's services to be provided under this contract; and
- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$500,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Vendor or its insurer(s) to the City.

As evidence of the insurance coverages required by this contract, the Vendor shall furnish acceptable insurance certificates to the City at the time it returns the signed contract. The certificate shall specify all of the parties who are additional insured, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deductible or retention level, as well as policy limits. Insuring companies or entities are subject to City acceptance and must have a rating of A- or higher by Best. Copies of all applicable endorsements shall be provided and, if requested complete copies of insurance policies shall be provided to the City. The Vendor shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

Dated: 12.12.12

CITY OF SPOKANE

By: David A. Condon
Title: David A. Condon
Mayor
City of Spokane

Attest: Lerris D. Gales
City Clerk



Dated: 11/7/2012


BLUMENTHAL UNIFORM CO INC.

E-Mail address, if available: _____

MATCH@BLUMENTHALUNIFORMS.CO


City of Spokane Business License

No. 2011-109

By:  _____

Title: V.P.

Approved as to form:



Assistant City Attorney

12-282

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2015-1058
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	POLICE
<u>Contact Name/Phone</u>	KEVIN KING 625-4514
<u>Contact E-Mail</u>	KKING@SPOKANEPOLICE.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	0680-SPOKANE C.O.P.S CONTRACT

Agenda Wording

Contract extension with Spokane C.O.P.S (Spokane, WA) to administer local Spokane policing programs. This is the first of allowed extensions on the contract. The amount of the contract shall not exceed \$364,575.00. Term - 01/01/2017-12/31/2017.

Summary (Background)

The COPS program runs various different programs out of their COP Shops. They run the front desks of the Cops shops, Block watch, Neighborhood Observation Patrols, Bike Registration, Operation Family ID, Graffiti, Latent Finger Printing, Safe Streets & various other programs. They have recently taken over YPI (Youth Police Initiatives) and PAL (Police Athletic League) programs.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 364,575.00	# 0680-11310-21390-54201
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	LYNDS, SARAH	<u>Study Session</u>	Public Safety Committee 11/21/2016
<u>Division Director</u>	LYNDS, SARAH	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	achirowamangu	
<u>For the Mayor</u>	SANDERS, THERESA	kclaar	
<u>Additional Approvals</u>		ewade	
<u>Purchasing</u>		slynds	

**Briefing Paper
City of Spokane
Spokane COPS Contract
November 21, 2016**

Subject

Contract extension with Spokane C.O.P.S. 501(c)(3) (Spokane, WA) to administer local Spokane policing programs -- Not to exceed \$364,575.00.

Background

The mission of Spokane Community Oriented Policing Services (COPS) is to help promote and support an environment for a safe community. In partnership with the City of Spokane and its residents, and through collaboration with the Spokane Police Department, the Washington State DOC and community stakeholders, they provide services to neighborhoods that increase volunteer efforts and improve the quality of life throughout the community.

The COPS program runs various different programs out of their COP Shops. They run the front desks of the Cops shops, Blockwatch, Neighborhood Observation Patrols, Bike Registration, Operation Family ID, Graffiti, Latent Finger Printing, Safe Streets & various other programs. They have recently taken over YPI (Youth Police Initiatives) and PAL (Police Athletic League) programs.

Impact

In 2015, Spokane C.O.P.S took full administration of its program. Full administration includes execution of Cop Shop contracts and payment therein.

Action: Approve Contract for Spokane COPS 501(c)(3) for a maximum \$364,575.00



Agenda Sheet for City Council Meeting of:
12/14/2015

Date Rec'd	11/20/2015
Clerk's File #	OPR 2015-1058
Renews #	
Cross Ref #	
Project #	
Bid #	
Requisition #	2016 BUDGET

Submitting Dept	POLICE
Contact Name/Phone	TIM SCHWERING 625-4109
Contact E-Mail	TSCHWERING@SPOKANEPOLICE.ORG
Agenda Item Type	Contract Item
Agenda Item Name	0680-SPOKANE C.O.P.S 501(C)(3) CONTRACT

Agenda Wording

Contract with Spokane C.O.P.S. 501(c)(3)(Spokane, WA) to administer local Spokane policing programs. Not to exceed \$364,575. The COPS Hillyard location plans to move into the N.Precinct in January 2016. Cost savings will reduce contract amount.

Summary (Background)

Spokane C.O.P.S. 501(c)(3) was created in 1995 to act as an access point/liaison between the SPD and the City of Spokane neighborhoods. It coordinates community policing programs and assists neighborhoods with operation of substations aimed at crime prevention. The mission of Spokane COPS is to help promote & support an environment for a safe community. COPS and its partners help provide services to neighborhoods that increase volunteer services and improve quality of life.

Fiscal Impact

Expense	\$ 364,575
Select	\$
Select	\$
Select	\$

Budget Account

0680-11310-21390-54201
#
#
#

Approvals

Dept Head	LYNDS, SARAH
Division Director	DOBROW, RICK
Finance	KECK, KATHLEEN
Legal	PICCOLO, MIKE
For the Mayor	SANDERS, THERESA

Council Notifications

Study Session	November 16, 2016
Other	

Distribution List

purchasing, contractsaccounting, ewade, kclaar
mmartinez, slynds, achirowamangu, cwahl

Additional Approvals

Purchasing	

APPROVED BY
SPOKANE CITY COUNCIL:

12/14/2015
[Signature]
CITY CLERK

**Briefing Paper
City of Spokane
Spokane COPS Contract
November 16, 2015**

Subject

Contract with Spokane C.O.P.S. 501(c)(3) (Spokane, WA) to administer local Spokane policing programs -- Not to exceed \$364,575.00.

Background

Spokane C.O.P.S. 501(c)(3) was created in 1995 to act as an access point and liaison between the Spokane Police Department (SPD) and the City of Spokane neighborhoods. It coordinates community policing programs and assists neighborhoods with operation of substations aimed at crime prevention.

The mission of Spokane Community Oriented Policing Services (COPS) is to help promote and support an environment for a safe community. In partnership with the City of Spokane and its residents, and through collaboration with the Spokane Police Department, the Washington State DOC and community stakeholders, they provide services to neighborhoods that increase volunteer efforts and improve the quality of life throughout the community.

The COPS program runs various different programs out of their COP Shops. They run the front desks of the Cops shops, Blockwatch, Neighborhood Observation Patrols, Bike Registration, Operation Family ID, Graffiti, Latent Finger Printing, Safe Streets & various other programs.

Impact

In 2015, Spokane C.O.P.S took full administration of its program. Full administration includes execution of Cop Shop contracts and payment therein.

Action: Approve Contract for Spokane COPS 501(c)(3) for a maximum \$364,575.00

CONTRACT

THIS CONTRACT is between the CITY OF SPOKANE POLICE DEPARTMENT (SPD), a Washington State municipal corporation, as "City", and SPOKANE COMMUNITY ORIENTED POLICING SERVICES (C.O.P.S.), a 501(c)(3) nonprofit corporation, whose address is 6107 North Astor Street, Spokane, Washington 99208, as "C.O.P.S.".

WHEREAS, the City endorses the philosophy of Community Oriented Policing Services (C.O.P.S.) which combines the efficiency of patrolling with the personal involvement of the old police "beats"; and

WHEREAS, the C.O.P.S., a nonprofit corporation, was formed to assist neighborhoods in organizing and operating C.O.P.S. stations, act as a liaison with the Spokane Police Department (SPD) and community groups and the public; and to act as a tax-exempt organization for receipt of charitable contributions to the C.O.P.S. program; and

WHEREAS, the mission of C.O.P.S. is to promote and support a safe community. In partnership with the City of and its residents, and through collaboration with SPD, the Washington State Department of Corrections (DOC) and community stakeholders, C.O.P.S. provide services to neighborhoods that increase volunteer efforts and improve the quality of life throughout the community; and

WHEREAS, the C.O.P.S. program runs a variety of different programs out of their C.O.P.S. Shops, such as Blockwatch, Neighborhood Observation Patrols, Bike Registration, Operation Family ID, Graffiti, Latent Finger Printing, Safe Streets & various other programs; and

WHEREAS, since the 2015 change-over, and continuing in 2016 C.O.P.S. shall perform these services outlined herein in an independent contractor relationship with the City. -- Now, Therefore,

The parties agree as follows:

1. PERFORMANCE / SERVICES.

- A. C.O.P.S. Obligations. C.O.P.S. shall be responsible for providing certain services to the SPD at all C.O.P.S. locations ("Shops"). Those services are listed hereinafter.

As a condition precedent to C.O.P.S. providing the following services through its volunteers, such volunteers shall have successfully completed the C.O.P.S. BASIC TRAINING as required by C.O.P.S. and SPD Chief. Additionally, each volunteer shall authorize a background check and fingerprinting, and will be advised of these

requirements by the C.O.P.S. administration. The C.O.P.S. administration will further advise all volunteers that as a result of the background check, individuals may be disqualified or have limited clearance with respect to access to public information and/or providing those services set forth above.

The services to be provided by C.O.P.S. Shops will be coordinated with the Precinct Captain in which the Shops are located include, but are not limited to:

- 1.) Resource information: information will be available to the community such as:
 - a. Crime prevention and personal safety education
 - b. Connecting with law enforcement
 - c. Providing appropriate problem-solving referrals to Precinct Captains
 - 2.) Physical location: throughout the city, Shops will exist for citizens to stop in to discuss community concerns, get support on how to report and handle these concerns, and obtain printed materials regarding public safety and related topics; and
 - 3.) Shops will do their best to provide business and/or home property checks in coordination with Precinct Captains and/or SPD's Volunteer Services Unit; and
 - 4.) Special programs: Block Watch, Neighborhood Observation Patrols, Bike Registration, Operation Family ID, Graffiti, Latent Finger Printing, Safe Streets, Victim Call Backs, these are examples of some of the programs where C.O.P.S., its Shops and volunteers provide support to the Precincts; and
 - 5.) Partnerships: Shops will develop partnerships with public and private agencies throughout the city to address public safety issues in collaboration with Precinct Captains; and
 - 6.) Additional Services: in addition to the above enumerated services, C.O.P.S. and its Shops agree to provide such other services as the SPD Chief and the C.O.P.S. Board mutually agree upon from time to time; and
 - 7.) Documentation: as part of the aforementioned services, C.O.P.S. shall provide the City with an Annual Report by the first (1st) quarter of each year, for the previous year.
- B. City Obligations. The City shall provide services and guidance necessary to assist C.O.P.S. to accomplish the 2016 Program Goals and Activities. The SPD Chief, or designees, shall provide mutually agreeable training required of C.O.P.S. staff and volunteers; technical assistance, such as information on crime trends, crime statistics, seminars, etc., in an advisory or participatory capacity, depending upon the program's need.

The SPD Chief, in consideration of C.O.P.S. providing the above referenced services, agrees as follows:

- 1.) The Administrative Captain, on behalf of the SPD Chief, will act as the liaison to C.O.P.S. for the purpose of administering the provisions of this Contract; and
- 2.) The SPD Chief will provide staff, as appropriate, to assist with training for C.O.P.S. volunteers; and
- 3.) The City liaison and point of contact for C.O.P.S. shall be an SPD Command Officer/Administrative Captain; and
- 4.) The Mayor and City Council each shall appoint a voting C.O.P.S. Board Member; and
- 5.) The SPD Chief extends to C.O.P.S. the invitation to occupy space within the various SPD Precinct locations throughout the City.

2. RELATIONSHIP OF THE PARTIES / INDEPENDENT CONTRACTOR.

C.O.P.S. agrees and understands that the work/services performed under this Contract are performed as an independent contractor and not as an employee of the CITY and that neither C.O.P.S. nor any of its employees and/or agents acquire any of the rights, privileges, powers, or advantages of CITY employees.

3. CONTACTS FOR RESPONSIBILITY.

- A. C.O.P.S. C.O.P.S.'s designated representative for purposes of Contract administration shall be its Director.
- B. City. The City's designated representative for purposes of Contract administration shall be the SPD Chief, or designee.

4. FINANCIAL OBLIGATIONS.

- (A.) The SPD Chief shall authorize the City to pay C.O.P.S. a maximum amount not to exceed THREE HUNDRED SIXTY FOUR THOUSAND FIVE HUNDRED SEVENTY FIVE AND NO/100 DOLLARS (\$364,575.00) per calendar year for the services provided by C.O.P.S. under the terms of this Contract. This compensation is payable in four (4) quarterly installments, on the first (1st) day of the months of January, April, July and October.
- (B.) C.O.P.S. shall be solely responsible for the following:
 - 1) Shop rent and leases; and
 - 2) Utility expenses; and
 - 3) Local land line telephones and telephone charges, as applicable; and

- 4) Internet charges; and
- 5) Office supplies; and
- 6) Clothing; and
- 7) Staff salaries and benefits; and
- 8) Assuring that all fundraisers conducted by C.O.P.S. at all locations shall be conducted in accordance with applicable laws; and
- 9) Procure and maintaining Directors and Officers (D&O) insurance coverage for C.O.P.S. Board members and staff with limits not less than \$1,000,000.00. Proof of insurance must be submitted to Risk Management in the form of a Certificate of Insurance, signed by the insurance agent annually; and
- 10) General liability, automobile liability and professional liability insurance coverage for all C.O.P.S. operations and services; and
- 11) Property insurance coverage for all C.O.P.S. property, whether CITY owned or non-CITY owned to include C.O.P.S. Shops, building contents, equipment and vehicles. In instances where the non-CITY owned location is a portion of a building, the CITY's responsibility with regard to the public liability and property damage insurance coverage shall apply only to the portion occupied by C.O.P.S. All claims for damages or loss associated with C.O.P.S. must be submitted to Risk Management for consideration and management; and
- 12) Industrial Injury insurance coverage for C.O.P.S. volunteers under the Self-Insured Workers Compensation Program when performing C.O.P.S. duties and functions under the terms of this Contract. Volunteer worker hours must be reported to Risk Management as required; and
- 13) Computers at all stations, including maintenance and upgrading of computers; and
- 14) Cell phones and service; and
- 15) Maintenance of vehicles provided, and notification of required maintenance and checks; and
- 16) Any other business related expenses.

5. TERM. This Contract shall begin January 1, 2016, and run through December 31, 2016, unless terminated earlier, with the possibility of two (2) one-year extensions upon mutual agreement of the parties.

6. FINANCIAL RECORDS. C.O.P.S. shall maintain accurate records to account for its expenditures, and shall submit its completed IRS Form 990 to the City at the conclusion of each year.

7. AUDIT. The City has the right to supervise and audit the finances of C.O.P.S. to insure that actual expenditures remain consistent with the spirit and intent of this Contract. The Mayor, SPD Chief or designees may inspect and audit all records and other materials and C.O.P.S. shall make such available upon request.

8. LIABILITY. C.O.P.S. (for itself, its officers, employees and volunteers) shall defend, indemnify and hold harmless the City (for itself, its officers and employees) from and against all claims for damages, liability, cost and expense arising out of its negligent acts, errors or omissions or breach of its obligations under this Contract. C.O.P.S.' duty to indemnify for liability arising from the concurrent negligence of the City and C.O.P.S. shall apply only to the extent of the negligence of C.O.P.S.

9. INSURANCE. During the term of the Contract, when C.O.P.S. occupies a City owned property, C.O.P.S. shall maintain in force at its own expense, the following forms of insurance coverage:

- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;
- B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$1,500,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this Contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to C.O.P.S.' services to be provided under this Contract; and
- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from C.O.P.S. or its insurer(s) to the City.

As evidence of the insurance coverages required by this Contract, C.O.P.S. shall furnish acceptable insurance certificates to the City at the time it returns the signed Contract. The certificate shall specify all of the parties who are additional insured, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deductible or retention level, as well as policy limits. Insuring companies or entities are subject to City acceptance and must have a rating of A- or higher by A.M. Best. Copies of all applicable endorsements shall be provided and, if requested complete copies of insurance policies shall be provided to

the City. C.O.P.S. shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

10. TERMINATION.

A. Both parties reserve the right to terminate this Contract or to revise the Contract amount in any manner which the parties may mutually deem appropriate in order to take account of any future fiscal limitations affecting the City's ability to fund the C.O.P.S. Program. The parties shall provide six (6) months written notice of such revision or termination. In accepting this Contract, the parties mutually acknowledge the possibility for such revisions or termination.

11. NON-WAIVER. No delay or waiver by either party to exercise any contractual right shall be considered as a waiver of such right or any other right.

12. ENTIRE AGREEMENT. This written Contract constitutes the entire understanding of the parties. There are no promises, terms, conditions or obligations other than those written herein.

13. SEVERABILITY. In the event any provision of this Contract should become invalid or unenforceable, the rest of the Contract shall remain in full force and effect.

14. ANTI-KICKBACK. No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Contract shall have or acquire any interest in the Contract, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Contract.

15. COMPLIANCE WITH LAWS. Each party shall comply with all applicable federal, state, and local laws and regulations, and executive orders which are incorporated by reference into this Contract.

16. ASSIGNMENTS. This Contract is binding on the parties and their heirs, successors, and assigns. Neither party may assign, transfer or subcontract its interest, in whole or in part, without the other party's prior written consent.

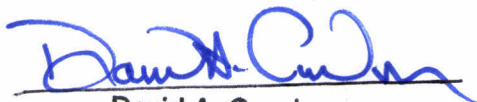
17. NONDISCRIMINATION. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Contractor agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Contractor.

18. AMENDMENTS. This Contract may be amended at any time by mutual written agreement.

19. DISPUTES. This Contract shall be performed under the laws of the State of Washington. Any litigation to enforce this Contract or any of its provisions shall be brought in Spokane County, Washington.

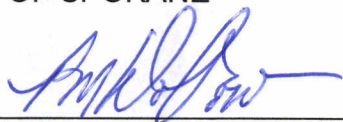
20. INDEMNIFICATION. Each party to this Contract shall defend, indemnify and hold the other party, its officers, directors, employees, and agents harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, arising out of or resulting from the acts, errors or omissions of each party in performance of this Contract, except for injuries and damages caused by the sole negligence of one party. 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 a party, its officers, directors, employees, and agents, the party's liability, including the duty and cost to defend, hereunder shall be only to the extent of the party's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes a party's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification.

Dated: 1/6/16



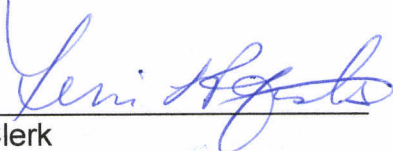
David A. Condon
Mayor
City of Spokane

CITY OF SPOKANE

By: 

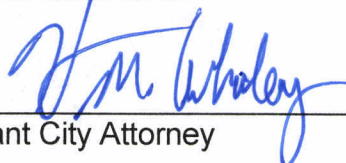
Title: INTERIM POLICE CHIEF

Attest:



City Clerk

Approved as to form:



Assistant City Attorney

Dated: _____



C.O.P.S.

E-Mail address, if available: _____

psstriker@spokane.cops.org

By: 
Director



Agenda Sheet for City Council Meeting of:

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0952
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	POLICE
<u>Contact Name/Phone</u>	KEVIN KING 625-4115
<u>Contact E-Mail</u>	KKING@SPOKANEPOLICE.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	0680-CRIME CHECK INTERLOCAL AGREEMENT

Agenda Wording

Interlocal agreement between the City of Spokane and Spokane County for Crime Check services to be provided by the Spokane County 911/ Emergency Communications Department. Term 01/01/2017-12/31/2017. Amount - \$681,861.00.

Summary (Background)

Allocation of costs for running the Spokane County 911 center are based on actual call percentages from 2015. SPD's allocation of the base budget (not including the 1/10th of 1 percent Emergency Communications Sales & Use Tax) is 66% (\$681,861.00) with the remaining 34% (\$351,262.00) allocated to Spokane County.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 681,861.00	# 0680-11450-28100-55101
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>	<u>Council Notifications</u>
<u>Dept Head</u>	MEIDL, CRAIG
<u>Division Director</u>	LYNDS, SARAH
<u>Finance</u>	KECK, KATHLEEN
<u>Legal</u>	WHALEY, HUNT
<u>For the Mayor</u>	SANDERS, THERESA
<u>Additional Approvals</u>	
<u>Purchasing</u>	

Study Session Public Safety Meeting
11/21/2016

Other

Distribution List

achirowamangu

kclaar

mmartinez

ewade

slynds

INTERLOCAL AGREEMENT FOR CRIME CHECK SERVICES
(January 1, 2017 – December 31, 2017)

THIS INTERLOCAL AGREEMENT ("Agreement") is between the **CITY OF SPOKANE**, a Washington State municipal corporation, having offices for the transaction of business at 808 West Spokane Falls Boulevard, Spokane, Washington 99201, hereinafter referred to as ("City"), and **SPOKANE COUNTY**, a political subdivision of the State of Washington, having offices for the transaction of business at 1116 West Broadway Avenue, Spokane, Washington 99260, hereinafter referred to as ("County"), jointly hereafter referred to as the "Parties", and individually a "Party".

WITNESSETH:

WHEREAS, pursuant to the provisions of RCW 36.32.120(6), the Board of County Commissioners of Spokane County, Washington, has the care of county property and management of county funds and business; and

WHEREAS, pursuant to the provisions of chapter 39.34 RCW – Washington's Interlocal Cooperation Act, two (2) or more public entities may jointly cooperate between each other to perform functions which each may individually perform; and

WHEREAS, the County and City of Spokane desire to reduce to writing the terms and conditions under which the Spokane County 911/ Emergency Communications Department will provide Crime Check Services for the City in calendar year 2017.

-- NOW THEREFORE, the Parties agree as follows:

SECTION NO. 1: PURPOSE

The purpose of this Agreement is for the County to provide the City with Crime Check Services ("Services") relative to the County-wide 911 emergency communication system.

SECTION NO. 2. SCOPE OF SERVICES

The County through the Spokane County 911/Emergency Communications Department shall provide Crime Check services for the City of Spokane Police Department [hereinafter referred to as ("City Police Department")].

For the purpose of this Agreement, the terminology Crime Check Services shall mean receiving telephone calls from City of Spokane residents and taking appropriate action, such as, but not limited to: entering received reports into computerized systems maintained jointly by the

Spokane County Sheriff and the City Police Department, creating a computer aided dispatch screen for police response, taking and in some cases making return calls associated with law enforcement information or other similar instances.

The City Police Department may request that Crime Check Services be expanded. If Crime Check Services are expanded there may be an additional charge for the expanded services. Prior to providing such expanded Crime Check Services, the Parties shall meet and mutually agree on the charges, if any.

Crime Check Services will be provided under the terms of this Agreement three hundred sixty five (365) days per year, twenty four (24) hours a day, inclusive of legal holidays.

The City Police Department may request that Crime Check Services/employees advise callers of a delay in police response due to circumstances identified by the field supervisor or radio supervisor. The City Police Department may also request that callers requesting service be advised initially to call back when services may be delayed or cancelled due to situations affected by significant field operations. In these cases, the 911 Supervisor shall be advised of such condition(s) either via e-mail or a CAD call back addressed to the Duty Supervisor or the designated supervisor work station.

SECTION NO. 3: DURATION

This Agreement shall be effective on January 1, 2017, and run through December 31, 2017. Either Party may terminate this Agreement at any time upon sixty (60) days written notice to the other Party.

SECTION NO. 4: COMPENSATION

The City shall pay the County an amount not to exceed SIX HUNDRED EIGHTY ONE THOUSAND EIGHT HUNDRED AND SIXTY ONEDOLLARS and 00/100 DOLLARS(\$681,861.00) for all services rendered under this Agreement for the 2017 calendar year. The Spokane County 911/Emergency Communications Director has determined the budget and staffing levels needed to provide Crime Check Services. The allocation of costs for the base budget (not including the 1/10th of 1 percent Emergency Communications Sales and Use Tax) are sixty six (66) percent to the CITY, and thirty four (34) percent to the Sheriff. The CITY's allocation equates to \$681,861.00 and the Sheriff's allocation equates to \$351,262.00. Attached hereto as ATTACHMENT "B" and incorporated herein by reference is a document which sets forth the calculations giving rise to the percentage allocation(s), and allocation of the 2017 Crime Check Service base budget costs (not including the 1/10th of 1 percent Emergency Communications Sales and Use Tax). The 2017 percentages are based on actual call percentages from 2015. The County certifies that the percentages in Exhibit B are true and accurate to the best of its ability.

The Emergency Communications Sales and Use tax shall support the remainder of the Crime Check budget. The amount for 2017 services is TWO MILLION, ONE HUNDRED AND SEVEN THOUSAND, ONE HUNDRED EIGHTY SIX and 00/100 DOLLARS (\$2,107,18600)

SECTION NO. 5. PAYMENT

The City shall pay in advance of the receipt of Services with the exception of the January 2017 payment. The Spokane County 911 / Emergency Communications Department shall bill the City for the cost of Services monthly in advance by the fifteenth (15th) of the month for the following month's Service. For example, billing for February 2017 will be on or before January 15, 2017, and the billing for March 2017 will be on or before February 15, 2017. Monthly payments will be calculated by dividing the City's not to exceed annual cost as set forth in Section No. 2 by twelve (12).

The Payments by City will be due by the fifth (5th) day of the following month. For example, the billing for February 2017 will be on or before January 15, 2017 and the City payment will be due on or before February 5, 2017. The payment for January 2017 will be due on or before February 5, 2017. All billings will be electronically delivered to the City Police Department's Accounting Clerk having an office in the Spokane City-County Public Safety Building at 1100 West Mallon Avenue, Spokane, Washington. Electronic delivery will be evidenced by a date-stamped email and read receipt. Payment shall be made regardless of any dispute. At the sole option of the County, any payment not made when due may bear interest at a rate equal to lost interest earnings had the money been timely paid and invested in the Spokane County Treasurer's Investment Pool. The Treasurer establishes interest earnings on moneys invested in the Spokane County Treasurer's Investment Pool at the end of each month for the preceding month. As such, the interest rate applied to any late payment will be that interest rate as determined by the Treasurer for the month preceding the date payment is due.

SECTION NO. 6: FINANCING

Each Party shall advise the other Party, during its yearly regular budget hearings, on the proposed budget changes affecting this Agreement. Each Party shall be solely responsible for the financing of its contractual obligations under its normal budgetary process.

SECTION NO. 7: RECORDS

The County shall maintain all records related to its performance of the Agreement in accordance with state law. The County shall provide access to authorized City representatives at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

SECTION NO. 8. RELATIONSHIP OF THE PARTIES

The Parties intend that an independent contractor relationship will be created by this Agreement. No agent, employee, servant or representative of the County shall be deemed to be an employee, agent, servant or representative of the City for any purpose. Likewise, no agent, employee, servant or representative of the City shall be deemed to be an employee, agent, servant or representative of the County for any purpose.

SECTION NO. 9: LIABILITY

The County shall indemnify, defend and hold harmless the City, its officers and employees from all claims, demands, or suits in law or equity arising from the County's intentional or negligent acts or breach of its obligations under the Agreement. The County's duty to indemnify shall not apply to loss or liability caused by the intentional or negligent acts of the City, its officers and employees.

The City shall indemnify, defend and hold harmless the County, its officers and employees from all claims, demands, or suits in law or equity arising from the City's intentional or negligent acts or breach of its obligations under the Agreement. The City's duty to indemnify shall not apply to loss or liability caused by the intentional or negligent acts of the County, its officers and employees.

The City Police Department may request that Crime Check Services/employees advise callers of a delay in or cancellation of police response due to circumstances identified by the field supervisor or radio supervisor ("Circumstance #1"). The City Police Department may also request that callers requesting service be advised initially to call back when services may be delayed or cancelled due to situations effected by significant field operations. ("Circumstance #2"). The City of Spokane agrees to indemnify and hold harmless the County, the Spokane County Emergency 911/Communications Department and its employees for following the requests of the City of Spokane Police Department under Circumstance #1 and Circumstance #2 above as agreed to by the Parties in that document entitled "MEMORANDUM OF UNDERSTANDING BETWEEN CITY OF SPOKANE AND SPOKANE COUNTY (January 1, 2017)" attached to and made part of this Agreement as Exhibit "A".

Other than the agreement regarding indemnity between the Parties in Exhibit "A" above, if the comparative negligence of the Parties and their officers and employees is a cause of such damage or injury, the liability, loss, cost, or expense shall be shared between the Parties in proportion to their relative degree of negligence and the right of indemnity shall apply to such proportion.

Where an officer or employee of a Party is acting under the direction and control of the other Party, the Party directing and controlling the officer or employee in the activity and/or omission giving rise to liability shall accept all liability for the other Party's officer or employee's negligence.

Each Party's duty to indemnify shall survive the termination or expiration of the Agreement.

Each Party waives, with respect to the other Party only, its immunity under RCW Title 51, Industrial Insurance. The Parties have specifically negotiated this provision.

SECTION NO. 10: NOTICES

All notices shall be in writing and served on any of the Parties either personally or by certified mail, return receipt requested, at their respective addresses. Notices sent by certified mail shall be deemed served when deposited in the United States mail, postage prepaid.

CITY: City of Spokane Chief of Police or designee
Spokane Police Department
1100 West Mallon Avenue
Spokane, Washington 99260

COUNTY: Board of County Commissioners
1116 West Broadway Avenue
Spokane, Washington 99260

Spokane County Emergency Communications (911) Director
1620 North Rebecca Street
Spokane, Washington 99217

SECTION NO. 11: INSURANCE

During the term of the Agreement, the County and the City shall each procure and maintain in force the following insurance coverage:

a. GENERAL LIABILITY INSURANCE: General Liability with limits of \$1,500,000.00 per occurrence, which includes general aggregate, products, completed operation, personal injury, fire damage and medical expense.

b. ADDITIONAL INSURED ENDORSEMENT: General Liability Insurance must state that the other Party, its officers, agents and employees, and any other entity specifically required by the provisions of this Agreement will be specifically "Named Insured" for all coverage provided by this policy of insurance and shall be fully and completely protected by this policy from all claims. Language such as the following should be used "Agency Name, It's Officers, Agents and Employees are Named Insured."

c. AUTOMOBILE INSURANCE: Comprehensive automobile liability coverage of \$1,000,000.00 for any vehicle used in conjunction with the provision of Services under the terms of this Agreement. The policy shall provide that it shall not be canceled, materially changed, or renewed without forty-five (45) days written notice prior thereto to the other Party.

d. **WORKERS COMPENSATION:** Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide worker's compensation coverage for all their subject workers and Employer's Liability or Stop Gap Insurance in the amount of \$5,000,000.00;

e. **PROFESSIONAL LIABILITY INSURANCE:** Errors & omissions coverage in the form of Professional liability insurance coverage in the minimum amount of \$1,000,000.00. The coverage must remain in effect for two (2) years after the Agreement is complete[WH1].

SECTION 12: ANTI-KICKBACK

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in the Agreement.

SECTION NO. 13: MISCELLANEOUS

A. NON-WAIVER

No waiver by either Party of any of the terms of this Agreement shall be construed as a future waiver of the same or other right(s) of that Party.

B. HEADINGS

Headings are inserted for convenience of reference only and are not to be deemed part of, or to be used in construing this Agreement.

C. ENTIRE AGREEMENT

This Agreement contains the entire understanding of the Parties. No representations, promises, or agreements not expressed herein have been made to induce either Party to sign this Agreement.

D. MODIFICATION

No modification or amendment to this Agreement shall be valid until put in writing and signed with the same formalities as this Agreement.

E. ASSIGNMENT

This Agreement shall be binding upon the Parties, their successors and assigns. Neither Party may assign, transfer, or subcontract its interests in this Agreement without the written approval of the other Party.

F. SEVERABILITY

In the event any portion of this Agreement should become invalid or unenforceable, the rest of the Agreement shall remain in full force and effect.

G. COMPLIANCE WITH LAWS

The Parties shall observe all federal, state and local laws, ordinances and regulations, to the extent that they may be applicable to the terms and subject matter of this Agreement.

H. NON-DISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Contractor agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

I. VENUE

This Agreement shall be construed under the laws of Washington State. Any action at law, suit in equity or judicial proceeding regarding this Agreement or any provision hereto shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.

J. COUNTERPARTS

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.

SECTION NO. 14: RCW 39.34 REQUIRED CLAUSES

A. PURPOSE

See Section 1 above.

B. DURATION

See Section 3 above.

C. ORGANIZATION OF SEPARATE ENTITY AND ITS POWERS

No new or separate legal or administrative entity is created to administer the provisions of this Agreement.

D. RESPONSIBILITIES OF THE PARTIES

See provisions above.

E. AGREEMENT TO BE FILED

The CITY shall file this Agreement with its City Clerk. The County shall file this Agreement with its County Auditor or list the Agreement by subject on the County's web site or other electronically retrievable public source.

F. FINANCING

See Section 6 above.

G. TERMINATION

See provision 3 above.

H. PROPERTY UPON TERMINATION

Title to all property acquired by either Party in the performance of this Agreement shall remain with the acquiring Party upon termination of this Agreement. Jointly acquired property shall be divided in proportion to the percentage share of each Party contributing to its acquisition.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date and year opposite their respective signature blocks.

DATED: _____

BOARD OF COUNTY COMMISSIONERS OF
SPOKANE COUNTY, WASHINGTON

Shelly O'Quinn, Chair

, Vice-Chair

, Commissioner

ATTEST:
CLERK OF THE BOARD

Ginna Vasquez

DATED: _____

CITY OF SPOKANE

By: _____
Mayor

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Reviewed as to content this _____ day of _____ 20__.

By _____
Emergency Services Communication Board Chairperson

16-787

“Exhibit A”

MEMORANDUM OF UNDERSTANDING

BETWEEN

CITY OF SPOKANE AND SPOKANE COUNTY

January 1, 2017

The City of Spokane and Spokane County agree to the attached procedure for management of incoming calls for police services during times of unanticipated activity or incidents that have resulted in extended law enforcement involvement.

Per the attached procedure, the City of Spokane Police Department may request that Crime Check Services/employees advise or recall callers of a delay or cancellation in police response due to circumstances identified by a Spokane Police Department supervisor. The City of Spokane Police Department may also request that callers requesting service be advised or called back should there be a situation of significant field operations. In these cases, the 911 Supervisor shall be advised of such condition(s) via e-mail or a call back via CAD addressed to the Duty Supervisor or the designated supervisor workstation. The City of Spokane agrees to indemnify and hold harmless the County, the Spokane County Emergency Communications Department and its employees for following the written direction of the City of Spokane Police Department.

This Memorandum of Understanding serves as Exhibit A to the 2017 Crime Check Services Interlocal Agreement.

Spokane County 911
Procedure for Call Management
During periods of increased Law Enforcement Workload

Activation Requirements - Law Enforcement Dispatch Supervisor will send either an email or CAD callback notification to the 911 Duty Supervisor notifying of a request for Tier 1 or Tier 2 activation. The notification shall include the Law Enforcement Shift Commander's name and the name of the supervisor requesting the activation. Upon receipt of the request, 911 Supervisor will notify Call Receivers of the Law Enforcement activation and Call Receivers will process calls as outlined below. When Law Enforcement Shift Commander determines that an altered level of service is no longer needed, Dispatch Supervisor will send a follow up email or CAD call back to the 911 Duty Supervisor or the designated supervisor work station notifying of the cancellation of the Tier activation. Included will be the names of the cancelling Law Enforcement Shift Commander and the name of the supervisor requesting the cancellation.

Tier 1 Activation – For use during active incidents requiring an extended law enforcement involvement. (Examples: Active hostage situations, Ice storm, fire storm etc...)

- When this level of activation is requested, the request needs to include an approximate ending time
- For calls with the Priority 3 or lower, 911 will advise the caller or call back the caller to notify them that (SPD or SCSO) is currently involved in a priority incident and has requested that callers call back at the predetermined time to request contact/report their incident or that police response to their call has been cancelled. Crime Check will offer to take the report via telephone.
- When Law Enforcement Shift Commander or his/her designee requests the activation be cancelled, the Dispatch Supervisor will send either an email or CAD call back notification to the 911 Supervisor.

Tier 2 Activation – For use during times when Dispatch and Law Enforcement Field Officers are experiencing an increased workload, but the spike of activity is only expected to last for a short duration.

- 911 will continue to enter all Cad Incidents
- 911 will advise callers that their request has been forwarded to Law Enforcement Dispatch but that (SPD/SCSO) has requested Crime Check advise callers that their request for service would be delayed indefinitely

**Briefing Paper
City of Spokane
Interlocal Agreement for Crime Check Services
Public Safety Committee
November 21, 2016**

Subject

Interlocal Agreement - City/County Spokane Crime Reporting Center for \$681,861.00. The interlocal will be effective January 1, 2017 – December 31, 2017.

Background

The allocation of costs for the base budget (not including the 1/10th of 1 percent Emergency Communications Sales and Use Tax) are sixty six (66) percent to the City, and thirty four (34) percent to the Sheriff. The City's allocation equates to \$681,861.00 and the Sheriff's allocation equates to \$351,262.00.

Impact

This interlocal is a renewal of the current contract.

Action

Approval.

Funding

General Fund

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0953
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	POLICE
<u>Contact Name/Phone</u>	KEVIN KING 625-4115
<u>Contact E-Mail</u>	KKING@SPOKANEPOLICE.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	0680 - STA PLAZA OFFICER REIMB. INTERLOCAL

Agenda Wording

Interlocal agreement between the City of Spokane and Spokane Transit Authority (Spokane, WA) to provide a safe and secure environment in downtown Spokane. Amount - \$86,900.00. Term - 01/01/2017-12-31/2017.

Summary (Background)

Since 2005, Spokane PD and Spokane Transit Authority (STA) have worked together to provide the public with police services in the STA Plaza facility and a surrounding service area from the Spokane River, inclusive of Riverfront Park, to Interstate 90, and Division Street to Madison Street or at other locations as mutually agreed to by both parties.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Revenue \$ 86,900.00	# 0680-11150-21250-34210
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>	<u>Council Notifications</u>
<u>Dept Head</u>	<u>Study Session</u>
LYNDS, SARAH	Public Safety Committee 11/21/2016
<u>Division Director</u>	<u>Other</u>
LYNDS, SARAH	
<u>Finance</u>	<u>Distribution List</u>
KECK, KATHLEEN	
<u>Legal</u>	
WHALEY, HUNT	achirowamangu
<u>For the Mayor</u>	
SANDERS, THERESA	ewade
<u>Additional Approvals</u>	slynds
<u>Purchasing</u>	

After filing, return to:
Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201

**INTERLOCAL AGREEMENT FOR POLICE SERVICES
BETWEEN
CITY OF SPOKANE POLICE DEPARTMENT (SPD)
AND SPOKANE TRANSIT AUTHORITY (STA)**

THIS INTERLOCAL AGREEMENT is between the CITY OF SPOKANE, a Washington State municipal corporation, as ("City"), and SPOKANE TRANSIT AUTHORITY, a Washington State political subdivision and special purpose district, as ("STA"), whose address is 1230 West Boone Avenue, Spokane, Washington 99201, and jointly referred to as the "Parties".

WHEREAS, STA and the Spokane Police Department (SPD) have had a longstanding partnership in providing a safe and secure environment in downtown Spokane; and

WHEREAS, STA desires to support the effort of the City of Spokane and the Spokane Police Department to increase the number of officers dedicated to the downtown Spokane area, where STA services are delivered, and where its downtown transfer center; The Plaza, is located at 701 W. Riverside Avenue, Spokane, WA; and

WHEREAS, a routine police presence in and around the STA Plaza and neighboring businesses helps to deter illegal activity in an area of high pedestrian activity in downtown Spokane; and

WHEREAS, the City of Spokane desires to enhance police services to STA and to assist in furthering enforcement efforts at and around the STA Plaza and surrounding areas; and

WHEREAS, chapter 39.34 RCW, Washington's Interlocal Cooperation Act, permits governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on the basis of mutual advantage to perform functions, and provide services and facilities to each other and the public; -- NOW, THEREFORE,

The Parties agree as follows:

- I. PURPOSE. The purpose of this Agreement is to enable the City and SPD to dedicate one (1) commissioned City police officer to assist STA by providing police patrol services to the downtown area in the immediate vicinity of the STA Plaza and its surrounding areas, and to assist in furthering enforcement efforts for the benefit of the public in and around the downtown area, under the following terms and conditions:
 - A. Hours. The SPD officer shall be assigned to the STA area to perform general patrol functions, and also to conduct specific emphasis walk-throughs of the area. Emphasis walk through hours will be from 14:30 to 17:30 hours Monday through Friday, but may be adjusted to meet the demands of the STA and those of the downtown service area.
 - B. Equipment. The City shall provide all equipment, including a marked police vehicle and/or bicycle at no cost to STA.
 - C. Office and Supportive Facilities. The officer shall be based out of the Spokane Police Department downtown precinct, but shall have desk space as needed at the STA Plaza.
 - D. Location of Police Service. The general service area will be from the Spokane River, inclusive of Riverfront Park, to Interstate 90, and Division Street to Madison Street, or at other locations as mutually agreed upon by both Parties.
 - E. Communication. During hours when the officer is not on site, STA Plaza security shall be permitted to have direct communication with the Spokane Police Department's downtown precinct for assistance in responding to low level disturbances. SPD shall respond to such calls in accordance with precinct priorities.
 - F. Adherence to City Policy and Procedures. While providing services pursuant to the Agreement, the officer is obligated to discharge all duties of his or her office and to adhere to SPD policy and procedures at all times.
 - G. Duty to City: The officer has a primary obligation to the City to discharge all duties of his or her office, to enforce all laws and ordinances, and to adhere to all police department policies, procedures, rules and regulations
- II. TERM. The Agreement shall begin **January 1, 2017, and run through December 31, 2017**, unless terminated earlier. This Agreement may be terminated by either Party at any time upon sixty (60) days written notice to the other Party.

- III. COMPENSATION. STA shall pay the City, an amount not to exceed **EIGHTY-SIX THOUSAND NINE HUNDRED AND 00/100 DOLLARS (\$86,900.00)**, as full compensation for everything furnished and done under this Agreement.
- IV. PAYMENT. The City shall submit monthly applications for payment to Spokane Transit Authority, 1230 West Boone Avenue, Spokane, Washington 99201. Payment TO THE City will be made via direct deposit/ACH, STA shall submit payment within ten (10) days of receipt of invoice and remit to the Spokane Police Department, Administration Office, 1100 West Mallon Avenue, Spokane, Washington 99260-0001.
- V. ADMINISTRATOR. This Agreement shall be administered by the Chief Executive Officer of STA.
- VI. LIABILITY.
- A. The City shall defend, indemnify and hold harmless STA, its officers, employees and agents, from any claim, damage, loss, liability, injury, cost, and expense arising out of the negligence of the City, its officers, employees and agents in connection with the Agreement, except to the extent of the negligence of STA, its officers, employees and agents. If an action, claim or proceeding instituted by a third party is directed at work or action taken by the City solely on behalf of STA, its officers, employees and agents, STA shall defend, indemnify and hold harmless the City from any expenses connected with the defense, settlement, or monetary judgment ensuing from such actions, claims, or proceedings.
- B. STA shall defend, indemnify and hold harmless the City, its officers, employees and agents, from any claim, damage, loss, liability, injury, cost and expense arising out of the negligence of STA, its officers, employees and agents in connection with the Agreement, except to the extent of the negligence of the City, its officers, employees and agents. If an action, claim or proceeding instituted by a third party is directed at work or action taken by STA solely on behalf of the City, its officers, employees and agents, the City shall defend, indemnify and hold harmless STA from any expenses connected with the defense, settlement, or monetary judgment ensuing from such actions, claims, or proceedings.
- C. Each Party specifically assumes potential liability for actions brought by its own employees against the other Party, and solely for the purposes of this indemnification, each Party specifically waives any immunity under Title 51 RCW. The parties have specifically negotiated this provision.
- VII. ASSIGNMENT. Neither Party may assign its interest in this Agreement without the express written consent of the other Party.

- VIII. SEVERABILITY. In the event any portion of this Agreement should become invalid or unenforceable, the rest of the Agreement shall remain in full force and effect.
- IX. NOTICES. All notices shall be in writing and served on any of the Parties either personally or by certified mail, return receipt requested, at their respective addresses. Notices sent by certified mail shall be deemed served when deposited in the United States mail, postage prepaid.
- X. MODIFICATION. No modification or amendment to this Agreement shall be valid until put in writing and signed with the same formalities as this Agreement.

CITY: Director of Law Enforcement/ and or Chief of Police
Spokane Police Department
Administration Office
Public Safety Building
1100 West Mallon Avenue
Spokane, Washington 99260-0001

STA: Chief Executive Officer
Spokane Transit Authority
1230 West Boone Avenue
Spokane, Washington 99201

- XI. INSURANCE. During the term of the Agreement, each Party shall maintain in force at its sole expense, the following insurance coverage(s):
- A. Worker's Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000; and
 - B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$2,000,000 each occurrence for bodily injury and property damage; and
 - C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.
 - D. There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from a Party or its insurer(s) to the other Party.

- XII. COMPLIANCE WITH LAWS. The Parties shall observe all federal, state and local laws, ordinances and regulations, to the extent they may be applicable to the terms of this Agreement.
- XIII. NONDISCRIMINATION. No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Parties agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable..
- XIV. VENUE. This Agreement shall be construed under the laws of Washington State. Any action at law, suit in equity or judicial proceeding regarding this Agreement or any provision hereto shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.
- XV. COUNTERPARTS. This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.
- XVI. RCW 39.34 REQUIRED CLAUSES.
- A. Purpose. See Section I above.
 - B. Duration. See Section II above.
 - C. Organization of Separate Entity and Its Powers. No new or separate legal or administrative entity is created to administer the provisions of this Agreement.
 - D. Responsibilities of the Parties. See provisions above.
 - E. Agreement to be Filed. The City shall file this Agreement with its City Clerk and post it on its internet website, and STA shall file this Agreement in its usual fashion.
 - F. Financing. Each Party shall advise the other Party, during its yearly regular budget hearings, on the proposed budget changes (only) affecting this

Agreement. Each Party shall be solely responsible for the financing of its contractual obligations under its normal budgetary process.

G. Termination. See provision II above.

H. Acquisition / Disposition of Property. Title to all property acquired by any Party in the performance of this Agreement shall remain with the acquiring Party upon termination of the Agreement. Jointly acquired property shall be divided in proportion to the percentage share of each Party contributing to its acquisition.

Dated: _____

CITY OF SPOKANE

David Condon
Mayor of Spokane

Craig Meidl
Chief of Spokane Police

Department (SPD)

Attest:

Approved as to form:

City Clerk

Michael J. Piccolo
Acting City Attorney

Dated: _____

SPOKANE TRANSIT AUTHORITY

By: _____
E. Susan Meyer, CEO

Attest:

Approved as to form:

Jan Watson, Clerk of the Authority

Laura D. McAloon, Legal Counsel

16-823

**Briefing Paper
City of Spokane
Spokane Transit Authority Interlocal
Police Department/Public Safety Committee
November 21, 2016**

Subject

Interlocal agreement with Spokane Transit Authority to provide a police officer based out of the Downtown Precinct from January 1, 2017 through December 31, 2017. The revenue will be \$86,900.00.

Background

The Police Department has contracted with Spokane Transit Authority to provide the public with police services in the STA Plaza facility and a surrounding service area from the Spokane River, inclusive of Riverfront Park, to Interstate 90, and Division Street to Madison Street or at other locations as mutually agreed to by both parties.

Impact

These funds will allow us to have a significant impact upon perceived safety in the area surrounding the STA Plaza. Routine police presence in and around the STA plaza and surrounding areas helps to deter illegal activity in an area of high pedestrian activity. The revenue will reimburse SPD for the salary and benefits of a commissioned police officer.

Action

Approval

Funding

Revenue/Salary Reimbursement

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0954
<u>Renews #</u>	
<u>Cross Ref #</u>	OPR 2015-0006
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	INNOVATION & TECHNOLOGY SERVICES
<u>Contact Name/Phone</u>	MICHAEL SLOON 625-6468
<u>Contact E-Mail</u>	MSLOON@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	SOFTWARE ONE EA AGREEMENT

Agenda Wording

Approval to purchase from Software One (Waukesha, WI) for the Microsoft Enterprise Agreement License Support to include Right to Use Microsoft & Software Assurance for The City of Spokane using WA DES Contract #T11-MST-579 Jan 1 2017 - Dec 31 2017

Summary (Background)

This agreement is the Microsoft Enterprise Agreement for State and Local Government for Right to Use Licensing and Software Assurance costs for Desktop systems (i.e., Office 365, MS Sql Databases, exchange CAL's) and Servers (i.e., Windows Operating Systems, Exchange). It is important to the City that the functionality of the Microsoft product and software is stable and consistent.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 90,893.81 plus tax and shipping	# 5300-73450-18850-54820
Expense \$ 397,000.00 plus tax and shipping	# 5300-73600-18850-54820
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SLOON, MICHAEL	<u>Study Session</u>	Fin Com 12/5/16
<u>Division Director</u>	FINCH, ERIC	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Accounting - kkeck@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	Contract Accounting - jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		Legal - hwhaley@spokanecity.org	
<u>Purchasing</u>		Purchasing - cwahl@spokanecity.org	
		IT - itadmin@spokancity.org	
		Taxes & Licenses	

BRIEFING PAPER
City of Spokane
Information Technology
December 5, 2016

Subject

Approval to purchase from Software One (Waukesha, WI) for the Microsoft Enterprise Agreement License Support to include Right to Use Microsoft and Software Assurance for The City of Spokane using WA State DES Contract #T11-MST-579
January 1, 2017 through December 31, 2017 for \$487,893.81 plus tax and shipping.

Background

This agreement is the Microsoft Enterprise Agreement for State and Local Government for Right to Use Licensing and Software Assurance costs for Desktop systems (i.e., Office 365, MS Sql Databases, Exchange CAL's) and Servers (i.e., Windows Operating Systems, Exchange). It is important to the City that the functionality of the Microsoft products and software is stable and consistent.

2016 - \$481,872

Impact

Without this yearly approval to purchase, the ITSD Department would be required to bring any purchase over the City Purchase Limit (\$48,700) to City Council for Approval for each piece of software purchased.

Action

City ITSD Staff recommends approval

Funding

5300-73450-18850-54820

5300-73600-18850-54820



Contract Summary

Microsoft Products & Associated Services

Contract#: 03314 **Replaces:** T11-MST-579

Provides to customers all Microsoft products, licenses, software, and services as outlined in the Microsoft Enterprise Agreement and Select Plus Agreement.

CompuCom/Microsoft Select Plus users are receiving notification that Select Plus Agreements have retired as of July 1st 2015.

Please note: State and Local Government agreements are not subject to the same rules. Select Plus for Government agreements will continue to be available until Microsoft Products and Service Agreements (MPSA) for Government is available worldwide.

Please contact your CompuCom representative, Janice Edwards for further information

Janice.Edwards@softwareone.com

Contract Amendment 14-03 T11-MST-579 authorizes an extension to begin on 05/01/2014 and end on 04/30/2017

Current Term Start Date: 05-01-2011

Award Date: 05-01-2011

Est. Annual Worth: \$0

Current Term Ends On: 04-30-2017

Final Term Ends On: 04-30-2017

Diversity: 0% WBE 0% MBE

Contact Info: Master Contracts & Consulting – Mike Dombrowsky at (360) 407-8717 or mike.dombrowsky@des.wa.gov

Who can use this contract?

- » Organizations with Master Contract Usage Agreements
- » Oregon Coop Members

Current Documents

Historical Documents

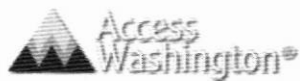
Resources

- » Contract & Amendments

- » Contract Comments
- » Vendor and Contract Performance Feedback
- » Best Buy Form

Contractors	OMWBE	Veteran	Small Business
SOFTWARE ONE, INC - W54734		N	N

M=OMWBE Certified Minority Owned W=OMWBE Certified Women Owned MW=OMWBE Certified Minority Women Owned



© Copyright 2012 Department of Enterprise Services

	City of Spokane
SKU	Product
	3rd Annual Payment 2016
U3J-00004	CoreCALBridgeOff365 ALNG SA MVL Pltfrm UsrcAL
U7S-00008	Off365PG3 ShrdSvr ALNG SubsVL MVL PerUsr
U7S-00008	O365GovE3 ShrdSvr ALNG SubsVL MVL PerUsr
CX2-00093	WinEntforSAwMDOP ALNG SA MVL Pltfrm
CX2-00094	WinEntforSAwMDOP ALNG UpgrdSAPk MVL Pltfrm
6QK-00001	AzureMonetaryCommit ShrdSvr ALNG SubsVL MVL Commit
ZFA-00221	DynCRMProCAL ALNG SA MVL UsrcAL
N9J-00524	DynCRMSvr ALNG SA MVL
312-02257	ExchgSvrStd ALNG SA MVL
H04-00268	SharePointSvr ALNG SA MVL
359-00961	SQLCAL ALNG SA MVL UsrcAL
7JQ-00343	SQLSvrEntCore ALNG SA MVL 2Lic CoreLic
7NQ-00292	SQLSvrStdCore ALNG SA MVL 2Lic CoreLic
T9L-00223	SysCtrStd ALNG SA MVL 2Proc
MFF-00506	SysCtrCltMgmtSte ALNG SA MVL PerUsr
MFF-00503	SysCtrCltMgmtSte ALNG LicSAPk MVL PerUsr
P71-07282	WinSvrDataCtr ALNG SA MVL 2Proc
P73-05898	WinSvrStd ALNG SA MVL 2Proc
	True up 2nd year 2016
CX2-00094	WinEntforSAwMDOP ALNG UpgrdSAPk MVL Pltfrm
W06-01066	CoreCAL ALNG LicSAPk MVL Pltfrm UsrcAL
U3J-00002	CoreCALBridgeOff365 ALNG LicSAPk MVL Pltfrm UsrcAL
U7S-00008	O365GovE3 ShrdSvr ALNG SubsVL MVL PerUsr
ZFA-00237	DynCRMProCAL ALNG LicSAPk MVL UsrcAL
N9J-00523	DynCRMSvr ALNG LicSAPk MVL
312-02177	ExchgSvrStd ALNG LicSAPk MVL
H04-00232	SharePointSvr ALNG LicSAPk MVL
359-00960	SQLCAL ALNG LicSAPk MVL UsrcAL
7JQ-00341	SQLSvrEntCore ALNG LicSAPk MVL 2Lic CoreLic
7NQ-00302	SQLSvrStdCore ALNG LicSAPk MVL 2Lic CoreLic
MFF-00503	SysCtrCltMgmtSte ALNG LicSAPk MVL PerUsr
T9L-00222	SysCtrStd ALNG LicSAPk MVL 2Proc
P71-07280	WinSvrDataCtr ALNG LicSAPk MVL 2Proc
P73-05897	WinSvrStd ALNG LicSAPk MVL 2Proc
	True up 3rd year 2017
CX2-00094	WinEntforSAwMDOP ALNG UpgrdSAPk MVL Pltfrm
W06-01066	CoreCAL ALNG LicSAPk MVL Pltfrm UsrcAL
U3J-00002	CoreCALBridgeOff365 ALNG LicSAPk MVL Pltfrm UsrcAL
U7S-00008	O365GovE3 ShrdSvr ALNG SubsVL MVL PerUsr

ZFA-00237	DynCRMPProCAL ALNG LicSAPk MVL UsrCAL
N9J-00523	DynCRMSvr ALNG LicSAPk MVL
312-02177	ExchgSvrStd ALNG LicSAPk MVL
H04-00232	SharePointSvr ALNG LicSAPk MVL
359-00960	SQLCAL ALNG LicSAPk MVL UsrCAL
7JQ-00341	SQLSvrEntCore ALNG LicSAPk MVL 2Lic CoreLic
7NQ-00302	SQLSvrStdCore ALNG LicSAPk MVL 2Lic CoreLic
MFF-00503	SysCtrCltMgmtSte ALNG LicSAPk MVL PerUsr
T9L-00222	SysCtrStd ALNG LicSAPk MVL 2Proc
P71-07280	WinSvrDataCtr ALNG LicSAPk MVL 2Proc
P73-05897	WinSvrStd ALNG LicSAPk MVL 2Proc

Qty	Price	Extended
1620	\$12.34	\$19,990.80
1620	\$142.70	\$231,174.00
28	\$197.88	\$5,540.64
1740	\$35.57	\$61,891.80
133	\$44.64	\$5,937.12
1	\$1,200.00	\$1,200.00
45	\$142.28	\$6,402.60
1	\$710.56	\$710.56
4	\$114.32	\$457.28
1	\$1,097.09	\$1,097.09
700	\$33.72	\$23,604.00
16	\$2,218.84	\$35,501.44
30	\$578.97	\$17,369.10
3	\$143.10	\$429.30
1740	\$13.99	\$24,342.60
133	\$32.90	\$4,375.70
7	\$994.29	\$6,960.03
13	\$143.10	\$1,860.30
		\$448,844.36
	\$108.56	\$0.00
	\$158.73	\$0.00
	\$52.64	\$0.00
	\$16.49	\$0.00
	\$780.46	\$0.00
	\$3,908.05	\$0.00
	\$628.32	\$0.00
	\$6,033.95	\$0.00
	\$185.87	\$0.00
	\$12,202.78	\$0.00
	\$3,182.69	\$0.00
	\$77.31	\$0.00
	\$783.75	\$0.00
	\$5,464.03	\$0.00
	\$783.75	\$0.00
	\$83.89	\$0.00
	\$129.12	\$0.00
	\$41.95	\$0.00
	\$16.49	\$0.00

per month per user

per month per user

	\$639.01	\$0.00
	\$3,197.50	\$0.00
	\$514.00	\$0.00
	\$4,936.87	\$0.00
	\$152.15	\$0.00
	\$9,983.94	\$0.00
	\$2,603.72	\$0.00
	\$63.33	\$0.00
	\$641.48	\$0.00
	\$4,470.57	\$0.00
	\$641.48	\$0.00

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2014-0008
<u>Renews #</u>	

<u>Submitting Dept</u>	INNOVATION & TECHNOLOGY SERVICES	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	MICHAEL SLOON 625-6468	<u>Project #</u>	
<u>Contact E-Mail</u>	MSLOON@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	CERIUM SMARTNET 2017		

Agenda Wording

Third of four one-year renewal options with Cerium Networks, Inc. (Spokane, WA) for maintenance of Cisco equipment located in City Hall and other locations.

Summary (Background)

SmartNet which is the maintenance portion for Cisco hardware and software is provided by Cerium Networks as part of the RFP #3984-13 for the City's Phone and Network System. The City of Spokane uses Cisco Switches and Routers as the primary network connection device. This contract provides maintenance of hardware and software support for these critical products

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 225,000	# 5300-73400-18850-54804
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	SLOON, MICHAEL	<u>Study Session</u>	Fin Com 12/5/16
<u>Division Director</u>	FINCH, ERIC	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Accounting - kkeck@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	Contract Accounting - jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		Legal - hwhaley@spokanecity.org	
<u>Purchasing</u>		Purchasing - cwahl@spokanecity.org	
		IT - itadmin@spokancity.org	
		Taxes & Licenses	
		jlynch@ceriumnetworks.com	

BRIEFING PAPER
City of Spokane
Information Technology
December 5, 2016

Subject

Third of four one-year renewal options with Cerium Networks, Inc. (Spokane, WA) for maintenance of Cisco equipment located in City Hall and other locations.

January 1, 2017 through December 31, 2017 for \$225,000 plus tax and shipping.

Background

SmartNet which is the maintenance portion for Cisco hardware and software is provided by Cerium Networks as part of the RFP #3984-13 for the City's Phone and Network System. The City of Spokane uses Cisco Switches and Routers as the primary network connection device. This contract provides maintenance of hardware and software support for these critical products

2016 - \$241,855.05

Impact

Without this yearly approval to purchase, the ITSD Department would be required to bring any purchase over the City Purchase Limit (\$48,700) to City Council for Approval for each piece of software purchased.

Action

City ITSD Staff recommends approval

Funding

5300-73400-18850-54804

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/28/2016
<u>Clerk's File #</u>	PRO 2016-0039
<u>Renews #</u>	

<u>Submitting Dept</u>	ENGINEERING SERVICES	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAN BULLER 625-6391	<u>Project #</u>	2016076
<u>Contact E-Mail</u>	DBULLER@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	BT
<u>Agenda Item Name</u>	0370 – LOW BID AWARD – SLI, LLC DBA SHARP-LINE INDUSTRIES		

Agenda Wording

Low Bid of SLI, LLC dba Sharp-Line Industries (Spokane, WA) for Downtown Bicycle Network Completion - Phase 3 - \$100,551.49. An administrative reserve of \$10,055.15, which is 10% of the contract price, will be set aside.

Summary (Background)

On November 21, 2016 bids were opened for the above project. The low bid was from SLI, LLC dba Sharp-Line Industries in the amount of \$100,551.49, which is \$45,157.51 or 30.99% under the Engineer's Estimate; one other bid was received as follows: Road Products, Inc. - \$147,365.75.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$ 110,606.64	#	3200 95032 95300 56501 86015
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	TWOHIG, KYLE	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	Public Works 11/14/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Engineering Admin	
<u>For the Mayor</u>	SANDERS, THERESA	kkeck@spokanecity.org	
<u>Additional Approvals</u>		mhughes@spokanecity.org	
<u>Purchasing</u>		htrautman@spokanecity.org	
		kgoodman@spokanecity.org	
		kbustos@spokanecity.org	
		kschmitt@spokanecity.org	

BRIEFING PAPER
Public Works Committee
Engineering Services
November 14, 2016

Subject:

Downtown Bike Network Phase 3 (2016076)

Background:

This project restripes roadways to include bike lanes on the south side of Sprague Avenue and the north side of First Avenue between Maple Street and Monroe Street and includes associated signing. Lanes will be narrowed to make room for bike lanes. On Sprague Avenue and Main Avenue west of Monroe Street, the current three lane section will be reduced to two lanes. The current three lane section will be maintained east of Monroe Street and shared lane markings will be installed. Shared lane markings will be installed on Bernard Street between First Avenue and Spokane Falls Boulevard to make a connection with other streets previously marked as part of this overall project.

This project is the final phase of the 2013 downtown bike network project.

Project opens bids on November 21, 2016 with work expected to occur in the spring of 2017.

Public Impact:

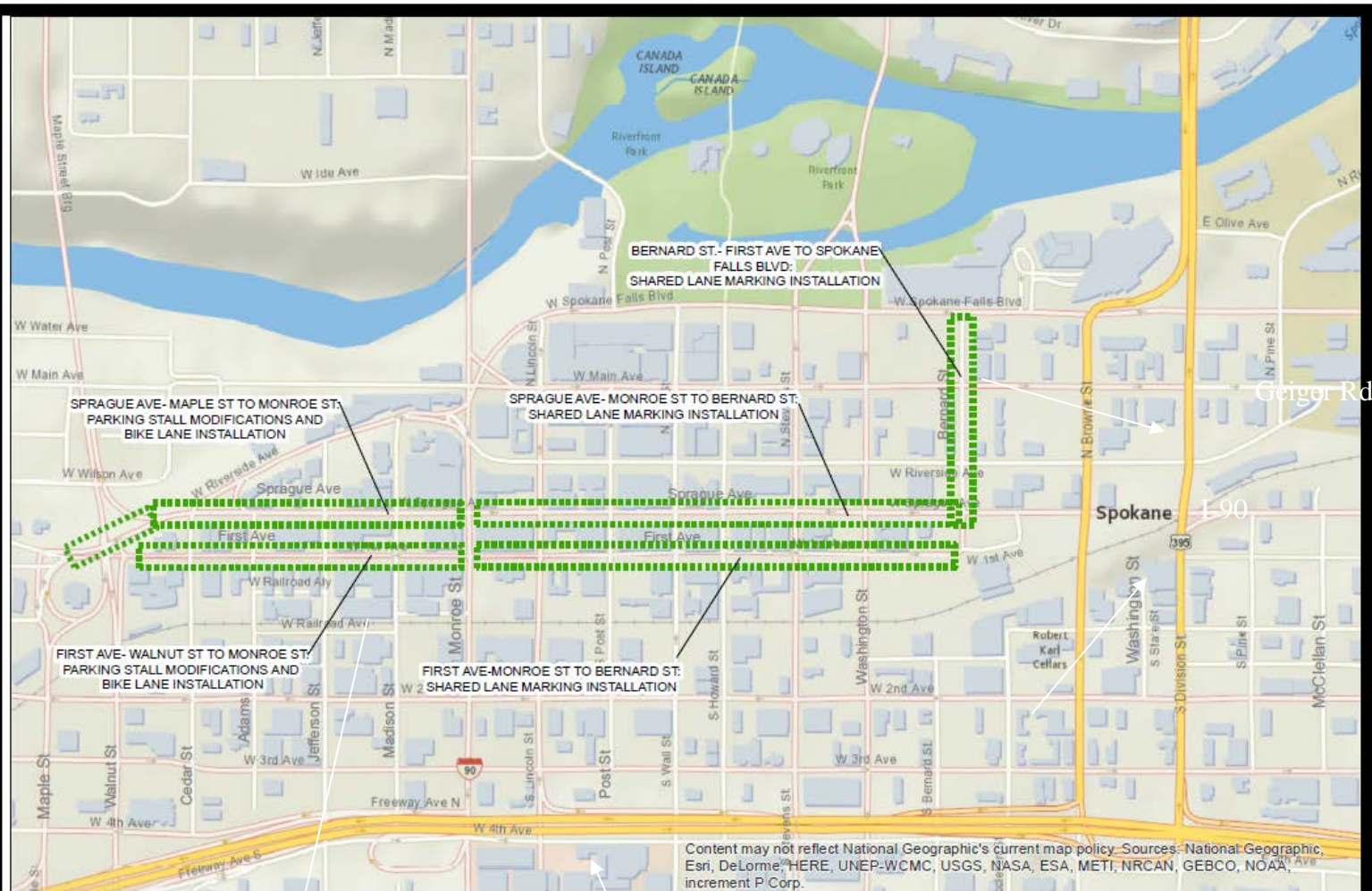
Single or double lane closures will occur as the road is restriped. One metered parking stall will be lost due to the addition of the bike lanes.

Action:

Information is provided for Council consideration. The engineers estimate for this project is \$146,000.

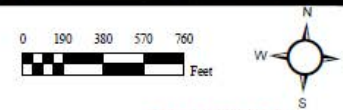
Funding

This project is funded primarily with federal CMAQ funds.



DOWNTOWN BICYCLE NETWORK COMPLETION PHASE 3

CITY PROJECT #2016076



THIS IS NOT A LEGAL DOCUMENT.
The information shown on this map is compiled from
various sources and is subject to correction.
Information shown on this map should not be used to
determine the location of facilities in relationship
to property lines, section lines, corners, etc.

City Of Spokane
Engineering Services Department
***** Bid Tabulation *****

Project Number: 2016076

Project Description Downtown Bicycle Network Completion - Phase 3

Original Date 6/16/2016 10:02:51 AM

Funding Source Federal

Update Date 11/21/2016 1:27:45 PM

Preparer Gerald Okihara

Addendum

Project Number: 2016076			Engineer's Estimate		Sharp-Line Industries Inc		Road Products Inc			
Item No	Bid Item Description	Estimated Quantity	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount

Schedule Description

Tax Classification

Schedule 01

Sales tax shall be included in unit prices

101	REIMBURSEMENT FOR THIRD PARTY DAMAGE	1 EST	1.00	1.00	1.00	1.00	1.00	1.00	0.00	0.00
102	SPCC PLAN	1 LS	*****	500.00	*****	350.00	*****	825.00	*****	0.00
103	MOBILIZATION	1 LS	*****	15,000.00	*****	7,724.00	*****	12,250.00	*****	0.00
104	PROJECT TEMPORARY TRAFFIC CONTROL	1 LS	*****	22,000.00	*****	15,370.00	*****	44,500.00	*****	0.00
105	SEQUENTIAL ARROW SIGN	600 HR	8.00	4,800.00	1.61	966.00	5.50	3,300.00	0.00	0.00
106	PORTABLE CHANGEABLE MESSAGE SIGN	720 HR	18.00	12,960.00	3.75	2,700.00	5.50	3,960.00	0.00	0.00
107	REMOVAL OF STRUCTURE AND OBSTRUCTION	1 LS	*****	2,000.00	*****	885.00	*****	2,250.00	*****	0.00
108	ESC LEAD	1 LS	*****	500.00	*****	850.00	*****	1,155.00	*****	0.00
109	INLET PROTECTION	40 EA	75.00	3,000.00	120.00	4,800.00	130.00	5,200.00	0.00	0.00
110	REINSTALL METER - STANDARD SIDEWALK	17 EA	125.00	2,125.00	145.00	2,465.00	220.00	3,740.00	0.00	0.00
111	SIGNING, PERMANENT	1 LS	*****	12,000.00	*****	11,165.00	*****	12,650.00	*****	0.00
112	REMOVAL OF EXISTING PAVEMENT MARKINGS	2925 SF	3.00	8,775.00	3.79	11,085.75	2.25	6,581.25	0.00	0.00
113	REMOVAL OF EXISTING WORD AND SYMBOL MARKINGS	2 EA	150.00	300.00	86.67	173.34	250.00	500.00	0.00	0.00
114	PAVEMENT MARKING - DURABLE HEAT APPLIED	933 SF	10.00	9,330.00	10.87	10,141.71	8.75	8,163.75	0.00	0.00

<i>Project Number:</i> 2016076			<i>Engineer's Estimate</i>		Sharp-Line Industries Inc		Road Products Inc			
<i>Item No</i>	<i>Bid Item Description</i>	<i>Estimated Quantity</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>	<i>Unit Price</i>	<i>Amount</i>

Schedule Description

Tax Classification

Schedule 01

Sales tax shall be included in unit prices

115	PAVEMENT MARKING - DURABLE	3598 SF	9.00	32,382.00	4.34	15,615.32	6.00	21,588.00	0.00	0.00
116	PAVEMENT MARKING - PAINT	2637 SF	3.00	7,911.00	1.91	5,036.67	2.75	7,251.75	0.00	0.00
117	WORD AND SYMBOL MARKINGS - DURABLE HEAT APPLIED	45 EA	225.00	10,125.00	195.06	8,777.70	220.00	9,900.00	0.00	0.00
118	TEMPORARY PAVEMENT MARKING	1 LS	*****	2,000.00	*****	2,445.00	*****	3,550.00	*****	0.00
<i>Schedule Totals</i>				145,709.00		100,551.49		147,365.75		0.00

	SCHEDULE SUMMARY								
	Sched 1	Sched 2	Sched 3	Sched 4	Sched 5	Sched 6	Sched 7	Sched 8	Total
Engineer's Est	145,709.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145,709.00
Sharp-Line Industries I	100,551.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100,551.49
Road Products Inc	147,365.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	147,365.75

Low Bid Contractor: Sharp-Line Industries Inc

	Contractor's Bid	Engineer's Estimate	% Variance	
Schedule 01	\$100,551.49	\$145,709.00	30.99	% Under Estimate
Bid Totals	\$100,551.49	\$145,709.00	30.99	% Under Estimate

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0955
<u>Renews #</u>	

<u>Submitting Dept</u>	ENGINEERING SERVICES	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAN BULLER 625-6391	<u>Project #</u>	2012119
<u>Contact E-Mail</u>	DBULLER@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	BT
<u>Agenda Item Name</u>	0370 - KPFF - UNIVERSITY BRIDGE DESIGN		

Agenda Wording

Contract with KPFF for the design of the University District Pedestrian/Bicycle Bridge for an amount not to exceed \$62,517.77 plus and administrative reserve of \$6,251.78 which is 10% of the total contract amount.

Summary (Background)

KPFF designed the proposed University Bridge in 2013-2014, prior to the acquisition of construction funds. That design was put on the shelf until construction funds were obtained, which has now happened. Since that time, it has become necessary to modify several aspects of the bridge design, including the now funded south bridge landing plaza, as well as update the specifications to WSDOT 2016 specifications. These updates require a total of 45 drawings sheets to be modified which requires

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 68,769.55	#	3200 95023 95100 56501 99999
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	TWOHIG, KYLE	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	Public Works 10/10/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Engineering Admin	
<u>For the Mayor</u>	SANDERS, THERESA	kkeck@spokanecity.org	
<u>Additional Approvals</u>		mhughes@spokanecity.org	
<u>Purchasing</u>		htrautman@spokanecity.org	
		kgoodman@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

work by four different consultants, all of which result in a cost to take this project through the bid phase of approx. \$62,517.77. This represents approx. 5% of the total design contract. Staff requests approval to enter in to a contract with KPFF's for \$62,517.77 plus a 10% contingency.

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
Public Works Committee
Engineering Services
October 10, 2016

Subject:

KPFF University Bridge Design

Background:

KPFF designed the proposed University Bridge in 2013-2014, prior to the acquisition of construction funds. That design was put on the shelf until construction funds were obtained, which has now happened. Since that time, it has become necessary to modify several aspects of the bridge design, including the now funded south bridge landing plaza, as well as update the specifications to WSDOT 2016 specifications.

These updates require a total of 45 drawings sheets to be modified which requires work by four different consultants, all of which result in a cost to take this project through the bid phase of approx. \$62,517.77. This represents approx. 5% of the total design contract.

Public Impact:

None

Action:

Staff requests approval to enter in to a contract with KPFF's for \$62,517.77 plus a 10% contingency. We plan to put this request on the next council agenda.

Funding

Funds expended by this contract will be paid with local funds.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0956
<u>Renews #</u>	

<u>Submitting Dept</u>	POLICE	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	TIM DUNIVANT 625-6845	<u>Project #</u>	
<u>Contact E-Mail</u>	TDUNIVANT@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0680-INTERLOCAL MOU-COST SHARING COUNTY/CITY PUBLIC SAFETY		

Agenda Wording

To approve Interlocal between Spokane County and Spokane City regarding certain Law Enforcement services and charge for rent for use of the Public Safety Building for the time of January 1,2013-December 31,2014.

Summary (Background)

Spokane County is the owner of the Spokane County-City Public Safety Building located at 1100 W. Mallon and Spokane City owns the Property Evidence Building at 4010 E. Alki. Historically, the County and City bill each other based on shared uses of the buildings and services. This agreement settles the costs for the time frame January 1,2013-December 31,2014 in the amount of \$27,488.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 27,488	#	0680-30210-21100-55119
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	LYNDS, SARAH	<u>Study Session</u>	Nov. 7, 2016-Finance
<u>Division Director</u>	LYNDS, SARAH	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	slynds	
<u>For the Mayor</u>	SANDERS, THERESA	ewade	
<u>Additional Approvals</u>		korlob	
<u>Purchasing</u>		TDunivant	

S P O K A N E C O U N T Y



OFFICE OF COUNTY COMMISSIONERS

NANCY McLAUGHLIN, 1ST DISTRICT • SHELLEY O'QUINN, 2ND DISTRICT • AL FRENCH, 3RD DISTRICT

October 31, 2016

Ms. Theresa Sanders, City Administrator
City of Spokane
808 West Spokane Falls Boulevard
Spokane, WA 99201

Re: *Memorandum of Understanding Regarding cost sharing for the use of County/City Public Safety Building/Gardner Avenue Building and cost sharing with regard to certain County and City Law Enforcement Services (January 1, 2013 through December 31, 2014)*

Dear Theresa:

This correspondence will act as a Memorandum of Understanding ("MOU") between Spokane County ("County") and the City of Spokane ("City") (jointly "Parties") with respect to the above referenced matters.

I. BACKGROUND

Spokane County is the owner of the Spokane County-City Public Safety Building located at 1100 West Mallon Avenue, Spokane, Washington 99260 and Property Warehouse Building located at 1307 West Gardner Avenue, Spokane, Washington 99260, hereinafter jointly referred to as the "Buildings". The Buildings were occupied and used by various County and City departments for the timeframe from January 1, 2013 through December 31, 2014. The Parties agreed that each party would pay for a proportionate share of the costs of operating, maintaining and improving the Buildings for this time frame.

The County provided certain services to the City commonly described as Forensics, Explosive Disposal, and Children's Waiting Room for the timeframe from January 1, 2013 through December 31, 2014, hereinafter referred to as "County Services". The Parties agreed that the City would pay the County for a proportionate share of the costs of Forensics, Explosive Disposal and Children's Waiting Room for this time frame.

The City provided certain services to the County commonly described as Property Room, Explosive Disposal, and Records for the timeframe from January 1, 2013 through December 31, 2014, hereinafter referred to as "City Services". The Parties agreed that the County would pay the City a proportionate share of the costs of Property Room, Explosive Disposal, and Records for this time frame.

After determining the proportionate share of the costs of each party for the Buildings, County Services, and City Services for the time frame January 1, 2013 through December 31, 2014, the City owed the County the amount of \$27,488. The City paid the County the amount of \$27,488.

II. PURPOSE

The Parties desire to reduce to writing their agreement that the City's payment to the County of the net amount of \$27,488 fulfills all obligations of the Parties related to their respective financial obligations for the costs of Buildings, cost of County Services and costs of City Services for the timeframe from January 1, 2013 through December 31, 2014.

Pursuant to the terms of this MOU, the Parties agree as follows:

- (1) The Parties agree the payment made by the City to the County in the net amount of \$27,488 fulfills all obligations of the Parties related to their respective financial obligations for the costs of Buildings, costs of County Services and costs of City Services for the timeframe from January 1, 2013 through December 31, 2014.
- (2) The Parties agree that each party releases and forever discharges the other party, its heirs, successors and assigns from any and all claims, demands, or cause of action either may have with regard to its proportionate share of costs of Buildings, costs of County Services and costs of City Services whether known or unknown for the timeframe from January 1, 2013 through December 31, 2014.
- (3) Consistent with the provisions of chapter 39.34 RCW, the Parties agree and acknowledge:
 - (a) **Purposes:** See II PURPOSE above.
 - (b) **Duration:** See II PURPOSE above.
 - (c) **Separate Legal Entity:** This MOU does not create, nor seek to create, a separate legal entity pursuant to RCW 39.34.030.
 - (d) **Responsibilities of the Parties:** See provisions above.
 - (e) **Agreement to be Filed:** The City and County shall be responsible for filing this MOU as provided for in RCW 39.34.040. The City shall file this MOU with its City Clerk. The County shall file this MOU with its County Auditor or place it on its web site or other electronically retrievable public source.
 - (f) **Financing:** Each party shall be solely responsible for financing its obligations under this MOU or as otherwise provided for herein.
 - (g) **Termination:** Once executed, the MOU may be terminated only by mutual agreement of the Parties.
 - (h) **Property upon Termination:** Except as provided for to the contrary herein, title to all personal property acquired by any party in the performance of this MOU shall remain with the acquiring party upon termination of the MOU.

This MOU may be executed in counterparts, each of which when so executed and delivered, shall be an original, but such counterparts shall constitute one and the same.

The Parties warrant that the officers/individuals executing below have been duly authorized to act for and on behalf of their respective party for purposes of confirming this MOU.

The County's execution of this MOU shall act as its agreement with all of the terms and conditions set forth herein.

The City's execution of this MOU shall act as its agreement with all of the terms and conditions set forth herein.

This MOU will supersede and replaces any prior understanding or discussion among the Parties regarding the matters set forth herein.

Very truly yours,



Gerry Gemmill

Chief Executive Officer

(Authorized by Board of County Commissioners on DATE ##, 2016)

Reviewed and agreed to this ____ day of _____, 2016.

City of Spokane

Theresa Sanders, City Administrator

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2016-0957
<u>Renews #</u>	

<u>Submitting Dept</u>	HISTORIC PRESERVATION	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	MEGAN 625-6543	<u>Project #</u>	
<u>Contact E-Mail</u>	MDUVALL@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0780 - MANITO METHODIST EPISCOPAL CHURCH - 3220 S GRAND BLVD		

Agenda Wording

Recommendation to list the Manito Methodist Episcopal Church, 3220 S Grand Boulevard, on the Spokane Register of Historic Places.

Summary (Background)

SMC #17D.040.120 provides that the City/County Historic Landmark Commission can recommend to the City Council that certain properties be placed on the Spokane Register of Historic Places. The Manito Methodist Episcopal Church has been found to meet the criteria set forth for such designation and a management agreement has been signed by the owners.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	DUVALL, MEGAN	<u>Study Session</u>	
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE	mduvall@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	sbishop@spokanecity.org	
<u>Additional Approvals</u>		ylacoursiere@spokanecity.org	
<u>Purchasing</u>			

Findings of Fact and Decision for Council Review Nomination to the Spokane Register of Historic Places Manito Methodist Episcopal Church – 3220 S. Grand Boulevard

FINDINGS OF FACT

1. SMC 17D.040.090: "Generally a building, structure, object, site, or district which is more than fifty years old may be designated an historic landmark or historic district if it has significant character, interest, or value as part of the development, heritage, or cultural characteristics of the city, county, state, or nation."

- Completed in 1924 (main church) and 1959 (educational wing), the Manito Methodist Episcopal Church meets the 50-year age criteria established for listing on the Spokane Register of Historic Places.

2. SMC 17D.040.090: The property must qualify under one or more categories for the Spokane Register (A, B, C, D).

- Under Category C, for its architecture and design as an excellent example of both the Italian Renaissance style as well as the Mid-Century Modern style. It retains and displays stylistic elements and architectural features of both traditions. The church possesses high artistic values, which are particularly evident in the well-preserved quality, craftsmanship, and architectural integrity of the church's original and unique expressions of the Italian Renaissance style and the Mid-Century Modern style.

3. SMC17D.040.090: "The property must also possess integrity of location, design, materials, workmanship, and association." From NPS Bulletin 15: "Integrity is the ability of a property to convey its significance...it is not necessary for a property to retain all its historic physical features...the property must retain, however, the essential physical features that enable it to convey its historic identity."

- With a prominent hip-roof bell tower, ceramic roof tiles, decorative brick corbels, red brick cladding, arched stained-glass windows, and ornamental carved concrete embellishment, Manito Methodist Episcopal Church is a fine interpretation of Italian Renaissance-style influence. Built in 1923-24 and designed by Kirtland K. Cutter, the church is sited on Spokane's South Hill in the heart of the residential/commercial/business core of the Manito Park neighborhood. Soaring to a height of nearly 60 feet, a tall bell tower on the southeast façade corner of the church is especially prominent. As the church grew, a two-story brick "education wing" with classrooms, offices, a library, and a chapel was designed by George Rasque and built onto the west end of the building in 1959. Together, the 1923-24 church and 1959 wing addition reveal a high degree of exterior architectural integrity in original location, design, materials, workmanship, and association.

4. Once listed, this property will be eligible to apply for incentives, including:

Special Valuation (property tax abatement), Spokane Register historical marker, and special code considerations.

RECOMMENDATION

The **Manito Methodist Episcopal Church** qualifies for eligibility under Spokane Register Category C.

The Spokane Historic Landmarks Commission evaluated the **Manito Methodist Episcopal Church** according to the appropriate criteria at a public hearing on 04/20/16 and recommends that the Manito Methodist Episcopal Church be listed on the Spokane Register of Historic Places.

After Recording Return to:
Office of the City Clerk
5th Floor Municipal Bldg.
808 W. Spokane Falls Blvd.
Spokane, WA 99201-3333

NOTICE OF MANAGEMENT AGREEMENT

NOTICE IS HEREBY GIVEN that the property legally described as:

(COOKS 4TH PT OF B16 S28FT L1TO5;E30.6FT OF S117.5FT L A;ALL10TO14)

Parcel Number 35322.1502, is governed by a Management Agreement between the City of Spokane and the Owner(s), Manito United Methodist Church (Manito Methodist Episcopal Church), of the subject property.

The Management Agreement is intended to constitute a covenant that runs with the land and is entered into pursuant to Spokane Municipal Code Chapter 6.05. The Management Agreement requires the Owner of the property to abide by the "Secretary of the Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" (36 CFR Part 67) and other standards promulgated by the Historic Landmarks Commission.

Said Management Agreement was approved by the Spokane City Council on _____. I certify that the original Management Agreement is on file in the Office of the City Clerk under File No. _____.

I certify that the above is true and correct.

Spokane City Clerk

Historic Preservation Officer

Dated: _____


Dated: 11/18/16

City Clerk No. _____

MANAGEMENT AGREEMENT

The Management Agreement is entered into this **16th** day of **November 2016**, by and between the City of Spokane (hereinafter "City"), acting through its Historic Landmarks Commission ("Commission"), and **Manito United Methodist Church** (hereinafter "Owner(s)"), the owner of the property located at **3220 S. Grand Boulevard** commonly known as the **Manito Methodist Episcopal Church** in the City of Spokane.

WHEREAS, the City of Spokane has enacted Chapter 6.05 of the Spokane Municipal Code (SMC) and Spokane has enacted Chapter 1.48 of the Spokane County Code (SCC), both regarding the establishment of the Historic Landmarks Commission with specific duties to recognize, protect, enhance and preserve those buildings, districts, objects, sites and structures which serve as visible reminders of the historical, archaeological, architectural, educational and cultural heritage of the city and county is a public necessity and.

WHEREAS, both Ch. 17D.040 SMC and Ch. 1.48 SCC provide that the City/County Historic Landmarks Commission (hereinafter "Commission") is responsible for the stewardship of historic and architecturally significant properties in the City of Spokane and Spokane County; and

WHEREAS, the City has authority to contract with property owners to assure that any owner who directly benefits by action taken pursuant to City ordinance will bind her/his benefited property to mutually agreeable management standards assuring the property will retain those characteristics which make it architecturally or historically significant;

NOW THEREFORE, -- the City and the Owner(s), for mutual consideration hereby agree to the following covenants and conditions:

1. **CONSIDERATION.** The City agrees to designate the Owner's property an Historic Landmark on the Spokane Register of Historic Places, with all the rights, duties, and privileges attendant thereto. In return, the Owner(s) agrees to abide by the below referenced Management Standards for his/her property.

2. **COVENANT.** This Agreement shall be filed as a public record. The parties intend this Agreement to constitute a covenant that runs with the land, and that the land is bound by this Agreement. Owner intends his/her successors and assigns to be bound by this

instrument. This covenant benefits and burdens the property of both parties.

3. ALTERATION OR EXTINGUISHMENT. The covenant and servitude and all attendant rights and obligations created by this Agreement may be altered or extinguished by mutual agreement of the parties or their successors or assigns. In the event Owner(s) fails to comply with the Management Standards or any City ordinances governing historic landmarks, the Commission may revoke, after notice and an opportunity for a hearing, this Agreement.

4. PROMISE OF OWNERS. The Owner(s) agrees to and promises to fulfill the following Management Standards for his/her property which is the subject of the Agreement. Owner intends to bind his/her land and all successors and assigns. The Management Standards are: "THE SECRETARY OF THE INTERIOR'S STANDARDS FOR REHABILITATION AND GUIDELINES FOR REHABILITATING HISTORIC BUILDINGS (36 CFR Part 67)." Compliance with the Management Standards shall be monitored by the Historic Landmarks Commission.

5. HISTORIC LANDMARKS COMMISSION. The Owner(s) must first obtain from the Commission a "Certificate of Appropriateness" for any action which would affect any of the following:

- (A) demolition;
- (B) relocation;
- (C) change in use;
- (D) any work that affects the exterior appearance of the historic landmark; or
- (E) any work affecting items described in Exhibit A.

6. In the case of an application for a "Certificate of Appropriateness" for the demolition of a landmark, the Owner(s) agrees to meet with the Commission to seek alternatives to demolition. These negotiations may last no longer than forty-five (45) days. If no alternative is found within that time, the Commission may take up to forty-five (45) additional days to attempt to develop alternatives, and/or to arrange for the salvage of architectural artifacts and structural recording. Additional and supplemental provisions are found in City ordinances governing historic landmarks.

This Agreement is entered into the year and date first above written.

Ann Reinhardt
Owner

Owner

CITY OF SPOKANE

By: W. McKill
Title: Historic Preservation Officer

ATTEST:

City Clerk

Approved as to form:

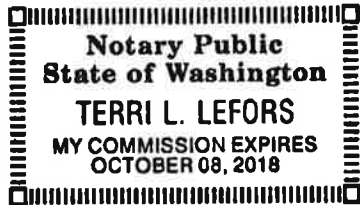
Assistant City Attorney

STATE OF WASHINGTON)
) ss
County of Spokane)

On this 7th day of November, 2016, before me, the undersigned,
a Notary Public in and for the State of Washington, personally appeared
Ann Reinhardt

_____, to me known to be the
individual(s) described in and who executed the within and foregoing
instrument, and acknowledged that _____ (he/she/they) signed the same as
_____ (his/her/their) free and voluntary act and deed, for the uses and purposes
therein mentioned.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this
7th day of November, 2016.



Terri L. Lefors

Notary Public in and for the State
of Washington, residing at Spokane

My commission expires October 8, 2018

STATE OF WASHINGTON)
) ss.
County of Spokane)

On this _____ day of _____, 2016, before me, the
undersigned, a Notary Public in and for the State of Washington,
personally appeared DAVID A. CONDON, MAYOR and TERRI L. PFISTER,
to me known to be the Mayor and the City Clerk, respectively, of the CITY
OF SPOKANE, the municipal corporation that executed the within and
foregoing instrument, and acknowledged the said instrument to be the free
and voluntary act and deed of said municipal corporation, for the uses and
purposes therein mentioned, and on oath stated that they were authorized
to execute said instrument and that the seal affixed is the corporate seal of
said corporation.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this
_____ day of _____, 2016.

Notary Public in and for the State
of Washington, residing at Spokane
My commission expires _____

Attachment A

none

Secretary of The Interior's Standards

1. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

2. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

3. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

4. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

5. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a historic property shall be preserved.

6. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color,

texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

7. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

8. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

9. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

10. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH

***Spokane Register of Historic Places
Nomination***

*Spokane City/County Historic Preservation Office, City Hall, 3rd Floor
808 W. Spokane Falls Boulevard, Spokane, WA 99201*

1. HISTORIC NAME

Historic Name **MANITO METHODIST EPISCOPAL
CHURCH**
Common Name **Manito United Methodist Church**

2. LOCATION

Street & Number **3220 S. Grand Boulevard**
City, State, Zip Code **Spokane, WA 99203**
Tax Parcel Number **35322.1502**

3. CLASSIFICATION

Category	Ownership	Status	Present Use
<input checked="" type="checkbox"/> building	<input type="checkbox"/> public	<input checked="" type="checkbox"/> occupied	<input type="checkbox"/> agricultural <input type="checkbox"/> museum
<input type="checkbox"/> site	<input checked="" type="checkbox"/> private	<input type="checkbox"/> work in progress	<input type="checkbox"/> commercial <input type="checkbox"/> park
<input type="checkbox"/> structure	<input type="checkbox"/> both		<input type="checkbox"/> educational <input checked="" type="checkbox"/> religious
<input type="checkbox"/> object	Public Acquisition	Accessible	<input type="checkbox"/> entertainment <input type="checkbox"/> residential
	<input type="checkbox"/> in process	<input checked="" type="checkbox"/> yes, restricted	<input type="checkbox"/> government <input type="checkbox"/> scientific
Site	<input type="checkbox"/> being considered	<input type="checkbox"/> yes, unrestricted	<input type="checkbox"/> industrial <input type="checkbox"/> transportation
<input checked="" type="checkbox"/> original		<input type="checkbox"/> no	<input type="checkbox"/> military <input type="checkbox"/> other
<input type="checkbox"/> moved			

4. OWNER OF PROPERTY

Name **Manito United Methodist Church c/o
Rev. Mark McMurray, Pastor**
Street & Number **3220 S. Grand Boulevard, PO Box 8656**
City, State, Zip Code **Spokane, WA 99203**
Telephone Number/E-mail **509-747-4755, www.ManitoUMC.org,
Pastor@ManitoUMC.org**

5. LOCATION OF LEGAL DESCRIPTION

Courthouse, Registry of Deeds **Spokane County Courthouse**
Street Number **1116 West Broadway**
City, State, Zip Code **Spokane, WA 99201**
County **Spokane**

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

6. REPRESENTATION OF EXISTING SURVEYS

Title	City of Spokane Historic Landmarks Survey
Date	Federal____ State____ County____ Local____
Location of Survey Records	Spokane Historic Preservation Office

7. DESCRIPTION

(continuation sheets attached)

Architectural Classification	Condition	Check One
	<input checked="" type="checkbox"/> excellent	<input type="checkbox"/> unaltered
	<input type="checkbox"/> good	<input checked="" type="checkbox"/> altered
	<input type="checkbox"/> fair	
	<input type="checkbox"/> deteriorated	Check One
	<input type="checkbox"/> ruins	<input checked="" type="checkbox"/> original site
	<input type="checkbox"/> unexposed	<input type="checkbox"/> moved & date

8. SPOKANE REGISTER CATEGORIES & STATEMENT OF SIGNIFICANCE

(continuation sheets attached)

Applicable Spokane Register of Historic Places Categories: Mark "x" on one or more for the categories that qualify the property for the Spokane Register listing:

- ☐ A Property is associated with events that have made a significant contribution to the broad patterns of Spokane history.
- ☐ B Property is associated with the lives of persons significant in our past.
- ☒ C Property embodies the distinctive characteristics of a type, period, or method or construction, or represents the work of a master, or possesses high artistic values, or represents a significant and distinguishable entity whose components lack individual distinction.
- ☐ D Property has yielded, or is likely to yield, information important in prehistory history.

9. MAJOR BIBLIOGRAPHICAL REFERENCES

Bibliography is found on one or more continuation sheets.

10. DIGITAL PHOTOS, MAPS, SITE PLANS, ARTICLES, ETC.

Items are found on one or more continuation sheets.

11. GEOGRAPHICAL DATA

Acreage of Property	Less than one acre.
Verbal Boundary Description	Cook's Fourth Addition, south 28' of Lots 1-5; all of Lots 10-14 on Block 16.
Verbal Boundary Justification	Nominated property includes entire parcel and urban legal description.

12. FORM PREPARED BY

Name and Title	Linda Yeomans, Consultant
Organization	Historic Preservation Planning & Design
Street, City, State, Zip Code	501 West 27 th Avenue, Spokane, WA 99203
Telephone Number & Email	509-456-3828, lindayeomans@comcast.net
Date Final Nomination Heard	November 16, 2016

13. Signature of Owner(s)

Res. Mark Manning

14. For Official Use Only:

Date nomination application filed: 10/16/16

Date of Landmarks Commission hearing: 11/16/16

Landmarks Commission decision: yes

Date of City Council/Board of County Commissioners' hearing: _____

City Council/Board of County Commissioners' decision: _____

I hereby certify that this property has been listed in the Spokane Register of Historic Places based upon the action of either the City Council or the Board of County Commissioners as set forth above.

Megan Duvall

Megan Duvall
City/County Historic Preservation Officer
City/County Historic Preservation Office
3rd Floor - City Hall, Spokane, WA 99201

11/18/16
Date

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



2016 photograph of Manito Methodist Episcopal Church, built in 1923-24



2016 photograph of the 1959-built education wing at Manito Methodist Episcopal Church

SECTION 7: DESCRIPTION OF PROPERTY

Summary Statement

With a prominent hip-roof bell tower, ceramic roof tiles, decorative brick corbels, red brick cladding, arched stained-glass windows, and ornamental carved concrete embellishment, Manito Methodist Episcopal Church¹ is a fine interpretation of Italian Renaissance-style influence. Built in 1923-24, the church is sited on Spokane's South Hill in the heart of the residential/commercial/business core of the Manito Park neighborhood. Soaring to a height of nearly 60 feet, a tall bell tower on the southeast façade corner of the church is especially visible from the church's location at the intersection of 33rd Avenue and Grand Boulevard, one of the city's busiest arterial streets. As the church grew, a two-story brick "education wing" with classrooms, offices, a library, and a chapel was built on the west end of the church in 1959. Together, the 1923-24 church and 1959 wing addition reveal a high degree of exterior architectural integrity in original location, design, materials, workmanship, and association.

CURRENT CONDITION & APPEARANCE

Site

Manito Methodist Episcopal Church is built on property owned by the church, legally defined as the south 28 feet of Lots 1-5 (the lots are 136 feet deep from north to south), and all of Lots 10-14, Block 16, in Cook's Fourth Addition in the greater Manito Park neighborhood. Lots 1-5 are each 50 feet wide from east to west. Lots 10-14 are each 50 feet wide from east and west, 137 feet deep from north to south. Sited on a slightly elevated mound, the church is built in a mixed-use residential/commercial/business center on the northwest corner of East 33rd Avenue and South Grand Boulevard. The church is surrounded by directionally correct grid-patterned paved city streets, residential homes built from the early 1900s to the 1980s, and contemporary intrusive infill, including apartment buildings, business and commercial buildings. A Spokane public school, Sacajawea Middle School, is located next west of Manito Methodist Episcopal Church. Paved parking lots and United States Post Office Manito Branch are sited north of the church. Two single-family historic homes and a large grassed playfield are located south across 33rd Avenue from the church, and Grand Boulevard abuts the church property to the east.

1923-24 Church Exterior

A slightly irregular rectangular footprint comprises Manito Methodist Episcopal Church. Facing south along 33rd Avenue, the building is 60 feet wide with a depth of 75 feet (at the east wall) to 90 feet deep (at the west wall). The church is a one-story brick masonry construction building with a flat roof of built-up tar. Supporting exterior and interior walls follow on a north/south axis and divide the building's mass into three parts: a 40-foot-wide and 40-foot-high center section flanked by two adjacent smaller 14-foot-wide and 21-foot-high lower flanking side sections visible at east and west exterior elevations.

¹ In 1968 in America, the Methodist Church and the Evangelical United Brethren Church joined to become the United Methodist Church (UMC). A member of the UMC, Manito Methodist Episcopal Church is now referred to as Manito United Methodist Church. However, for purposes of this historic register nomination, the church is called by its historic name, Manito Methodist Episcopal Church.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

Exposed raised foundation walls support the building and a raised basement. The building's flat roof is divided into thirds with a center section of roof, which covers the central massing of the church. The center roof rises 29 feet above the two flanking side sections. A brick parapet with a combination of concrete and metal coping surrounds all three roof sections. The building is clad with face brick in various shades of light to dark red, orange, and brown. Bricks are laid in a common bond pattern with every seventh or eighth course set on end (rowlock). Above the horizontal level of the front entrance, end rowlock bricks are distinguished each with a wire-raked surface in contrast to unraked face bricks that clad the majority of the building. Another prominent area showing rowlock bricks is a rectangular concrete corner stone set in the brick cladding adjacent east of the south facade entrance to the church. The corner stone is framed by rowlock bricks emphasized with wire raking. First-floor windows and upper clerestory windows are original, symmetrically placed, arched fixed units with leaded, colored stained-glass. Raised basement windows are original multi-paned double-hung wood-sash units. The largest and most prominent focal point of the church is a tall, square bell tower on the building's southeast corner facade at 33rd Avenue and Grand Boulevard. The bell tower rises nearly 60 feet from grade to a low-pitched hip roof covered with barrel-shaped red ceramic tiles. A tall chimney with a decorative chimney cap and brick corbels rises from the northeast rear slope of the roof. Each elevation of the tower is articulated with three full-height recessed vertical bays separated by full-height projecting pilasters. Exterior walls and pilasters are covered with the same brick cladding as the church, and wire-raked brick rowlock courses produce decorative horizontal patterns in the common bond-patterned brick cladding. In contrast to the red brick cladding of the building, decorative concrete bricks are randomly set in the red brick cladding in south and east facade pilasters. Regarded a striking focal point of the tower, tall arched belfry openings at the top of the tower articulate all four exterior elevations.

The south face of Manito Methodist Episcopal Church faces 33rd Avenue and represents the primary façade of the building. The bell tower is prominently located on the façade's southeast corner and projects south and east two feet from the building. Located in the center of the bell tower's south façade, a staircase with 12 concrete steps leads up to double front entry doors. The steps are flanked by brick walls with concrete coping. Adjacent east of the staircase is a concrete corner stone embedded in the brick wall of the tower. The corner stone declares the building's name and built date: "MANITO METHODIST EPISCOPAL CHURCH, AD 1923." The double front doors are made of solid oak with recessed panels patterned in a Mediterranean-influenced geometric design (current oak doors replaced original damaged doors in 2015). An entry surround with decorative concrete ornamentation defines the front entry, which is further defined with an arched pediment over the door. The pediment is distinguished with sculpted concrete *bas relief* ornamentation, featuring an image of an open Bible. The 40-foot-wide center section of the church runs north and south, and is located adjacent next west of the bell tower. The center section's south facade is recessed two feet back from the southwest corner of the tower, is clad with red brick, and features five narrow, vertical stained-glass windows separated by concrete pilasters. Each window has a concrete window sill and a concrete relieving arch over a brick lintel at the top of the window. In addition to the five

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH

relieving arches over the five windows, four additional relieving arches (without windows below them) are located east and west of the five windows—two relieving arches to the west and two relieving arches to the east, for a total of nine relieving arches in a horizontal row. Five centered multi-paned windows with opaque obscure glass are located below the narrow stained-glass windows. A focal point of the church's south façade, a large round rose window with colored cathedral-glass is prominently centered above the tall, narrow stained-glass windows. A lower, narrow 14-foot-wide building section is adjacent west of the larger center section. The south façade of the smaller west section was modified in 1959 with an extended covered front entry, which has a nearly flat roof, brushed aluminum front doors, and pressed face brick cladding laid in stretcher bond.

The east elevation of the church is regarded as a secondary façade, visible from Grand Boulevard (a public right-of-way) and a public sidewalk that abuts the east border of the property. The east elevation of the building is dominated by the church bell tower on the southeast corner of the building. North of the tower, the east elevation is recessed two feet and features the top of the building's 40-foot-high center section and the lower flanking 21-foot-high east section. Both sections are clad with a continuation of the same red face bricks that cover the south façade, and both sections display rows of evenly spaced windows. The center section's exposed windows are arched clerestory units made of multiple leaded and colored stained-glass lights (the clerestory windows illuminate the interior of the church's large nave/auditorium). The east elevation's lower building section features two rows of windows. The lower windows are located at grade in a raised basement foundation and are 8/8 multi-paned with wood sash. The upper windows are arched, fixed, multiple leaded and colored stained-glass units that allow light to enter the first floor of the church. Each window has a concrete window sill. The arched windows in the lower section are surrounded by brick soldier courses at both sides, and capped at the top by arched voussoirs. The arched clerestory windows have arched voussoirs while the raised foundation basement windows are capped by brick soldier courses. A concrete plaque is embedded at the north end of the east elevation. It reads, "GITCHE MANITO THE MIGHTY CALLS THE TRIBES OF MEN TOGETHER."²

The west elevation is dominated by a 1959 education addition built on the west lower flanking section of the 1923-24 church. The west education addition covers most of the exterior elevation of the lower west section of the church but a portion of the church's original brick cladding is visible at the building's rear northwest corner. Three 8/8 multi-paned windows at grade in the raised basement and three arched stained-glass windows at the first floor remain exposed at the rear northwest corner. The taller center section of the church building features original exposed stained-glass arched clerestory windows, unhindered by the education addition.

The north rear elevation of the church reveals the end of the higher center section of the building and the ends of the two lower flanking sections on the east and west elevations.

² The plaque's inscribed sentence is from English poet Henry Wadsworth Longfellow's poem, "The Peace Pipe," in which "Gitchee Manito the Mighty calls the tribes of men together."

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

The north rear elevation is clad with the same red face brick as the rest of the building. Plain metal back doors at the northeast and northwest corners of the rear elevation were installed in the 1960s-1980s, replacing raised basement windows. In 1963-64, a small addition (12 feet wide and eight feet deep) clad with pebbled stucco was built on the north rear elevation of the church to hold pipes of a working pipe organ (organ is located in the sanctuary).

1923-24 Church Interior

Spokane County Tax Assessor records indicate the size of the first floor is 4,630 finished square feet. The raised basement is finished with 4,630 square feet.³ Double front doors open from the south façade of the bell tower into a vestibule. The woodwork in the vestibule is original ebony-finished fir and the floor is made of original oak planks now covered by ceramic tile (circa 1980s installation). A staircase made of ebony-finished fir with plain vertical balusters (4 balusters per tread) turns and rises to an upper hall. An original ebony-finished paneled-fir door on the upper hall's west wall opens to a balcony/choir loft. Square newel posts anchor the staircase. Original ebony-finished double paneled-fir doors open west from the first floor's vestibule on the west wall to the narthex (south foyer) of the church.

The narthex is a long narrow room (eight feet wide and 30 feet long) that runs from east to west. Two partial walls separate the narthex from the nave. The partial walls are made of four concrete posts, between which are located lower wood panels and upper obscure, colored glass panels. A center entry and two side entries in the wall open to the nave/auditorium from the narthex. A balcony/choir loft is located above the narthex, and is supported by the partial wall's concrete posts. The nave/auditorium is a large room 40 feet wide and more than 55 feet long from the narthex to the sanctuary and altar at the north rear wall. The large nave/auditorium is furnished with rows of church pews that face the sanctuary and altar at the north wall. The sanctuary is three steps higher than the floor of the nave/auditorium. A large metal cross is located on the north rear sanctuary wall. The nave/auditorium is 40 feet high with a flat ceiling. Massive decorative boxed ceiling beams and massive scroll-sawn brackets support the ceiling's wide and deep expanse.⁴ Contemporary bowl-shaped opaque-glass pendant light fixtures are attached to each bracketed ceiling beam. Arched leaded stained-glass clerestory windows with multiple lights illuminate the nave/auditorium, and a leaded stained-glass rose window illuminates the balcony/choir loft above the narthex. The east wall and the west wall in the auditorium have 9-foot-high arched openings (colonnade) that lead to 14-foot-deep halls and rooms along the east and west perimeter walls of the church. The areas were designed for overflow seating, classrooms and meeting rooms, and a room called the "pastor's study" (northwest corner). North and south of the arched colonnades, massive six- to eight-foot-wide original ebony-finished fir pocket doors are hidden in walls. The doors slide open to reveal the aforementioned hallway classrooms used for overflow seating. Original floors in the narthex, nave/auditorium, and overflow halls/classrooms are made of oak, now covered with commercial wall-to-wall carpet. Windows along the

³ Spokane County Tax Assessor records. Spokane County Courthouse, Spokane, WA

⁴ Massive wood ceiling beams running east-west are covered with a decorative cast plaster.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

east and west perimeter walls at the first floor are arched leaded, stained-glass multiple lights with scenes from the Bible. Most windows were “in-memoriam” gifts to the church from former parishioners and various organizations within the church. Walls and ceilings are original lathe-and-plaster construction. Woodwork is a combination of original ebony-finished fir and painted wood.

A full raised basement extends from the south wall to the north wall of the church. A large multi-purpose fellowship hall (originally a gymnasium) is located in the center section of the basement. The multi-purpose room leads east and west into a kitchen, café, restrooms, offices, storage, and mechanical rooms located along the east and west perimeter walls of the basement. An interior stairway is located in the back entrance on the northeast corner of the church, and leads up to the first floor. Another stairway in the southwest corner of the room leads up to split-entry stairs that lead to the first floor. Walls and ceilings in the basement are made of original lathe-and-plaster construction. Floors are covered with tiled linoleum. Woodwork is painted.

1959 Addition

In 1959, an “education wing” was built on the west elevation of Manito Methodist Episcopal Church. Sited in the center of Lots 10, 11, and 12, Block 16, the educational wing has a rectangular footprint at 123 feet wide and 60 feet deep. The building features three floors—a raised basement, first floor, and second floor. Each floor has 7,496 square feet for a total of 22,488 square feet.⁵ The building has a low-pitched end gable roof covered with composition shingles. Overhanging boxed eaves and narrow, plain bargeboards define the roof’s edge. The building is clad in smooth red pressed brick veneer laid in stretcher bond. The south and north elevations of the building have horizontal rows of large multi-paned windows with a modern multi-paned geometric design. All of the windows are continuous with the same size, material, and 1959 age, and all of the windows have brushed aluminum frames. A horizontal row of blue/green-colored metal panels covered with a ceramic coating separates the rows of windows between the first and second floors on the south and north elevations. Matching plain concrete retaining walls are built below and above grade in front of the raised basement windows on the south and north elevations. Six massive, full-height, plain brick pilasters are spread evenly across the north and south faces of the building with two windows between each pilaster. A full-height front-facing gabled bay projects five feet from the east end of the building’s south façade. The bay is 22 feet wide and is clad with smooth red brick veneer. The bay’s front-facing gable face is partially covered in the center with vertical, ceramic-coated, rectangular-shaped metal panels—ten panels in a horizontal row at the lower edge of the gable face at the level of the first floor, rising to ten panels high from the lower edge of the gable face to the top of the gable peak. Attached to the center of the ceramic-coated metal panels is an outline metal sculpture—a modern interpretation of the outline of a shepherd and his staff standing next to a lamb. The east elevation of the addition is partially exposed above the second floor and is covered with wide clapboard siding. Beneath the clapboard is the flat roof of the 1923-24 church. The west

⁵ Spokane County Tax Assessor records. Spokane County Courthouse, Spokane, WA

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

elevation of the addition features a gable end roof with plain, narrow bargeboards, smooth brick cladding laid in stretcher bond, and a center first-floor double entry. The double entrance has two plain brushed aluminum-framed doors with safety glazing. Above the door on the face of the west elevation is a center recessed arrangement of contiguous vertical rectangular-shaped ceramic-coated metal panels arranged like the aforementioned panels on the front-facing gable bay at the south façade. Mimicking the panel arrangement on the front-facing gable bay, the west elevation panels rise to the peak of the gable end roof. An exterior back security door replaced an original window at the north rear elevation of the addition at the first floor.

At the south façade between the 1959 addition and the 1923-24 church is a small entry with double brushed aluminum and glass front doors.⁶ The double entry doors open to an interior landing that leads to a split entry with an east staircase and a west staircase, leading upper floors and a lower floor. All three floors of the addition are finished alike with nine-foot ceilings covered with sound-absorbing acoustical tiles, original 1959 lathe-and-plaster walls, and linoleum-tiled floors. A long hallway running east-west runs the length of each floor. There are eight to ten rooms to each floor—some rooms have been combined as one large room. Rooms are used as Sunday school classrooms, pre-school classrooms, meeting rooms, a nursery, offices, library, and restrooms. A chapel with a vaulted cathedral ceiling is located on the south side of the first floor in the front-facing gabled bay at the south face of the building. The chapel is embellished with a south, stone-clad sanctuary wall adorned with a wood cross. Sidelights built perpendicular to the south wall of the sanctuary at the east and west wall junctures illuminate the center of the sanctuary's south wall. Wood church pews face the sanctuary.

Behind the 1959 addition's north rear elevation is a 700 square-foot picnic shelter. Built in 1965, the picnic shelter is a covered, open-sided shelter with a fireplace. The shelter has a hexagonal footprint with six sides supported by wood posts. The floor of the shelter is poured concrete. The shelter's roof is covered with composition shingles. The 1965 picnic shelter is *not nominated* at this time to the Spokane Register of Historic Places.⁷

ORIGINAL APPEARANCE & MODIFICATIONS

A 1922 architectural elevation drawing of Manito Methodist Episcopal Church can be matched to the exterior of the church today in 2016.⁸ The match is nearly perfect except for one large modification: An "education wing" addition was built on the west elevation of the church in 1959. Modifications to Manito Methodist Episcopal Church include:

1924-1950 The church's original sunken basement gymnasium floor was raised to a level needed to accommodate an 11 foot ceiling. The room was then

⁶ The small entry between the church and education wing was originally designed and built as part of the 1923-24 church but was modified in 1959 when the educational wing was built on the west elevation of the church.

⁷ Spokane County Tax Assessor records. Spokane County Courthouse, Spokane, WA

⁸ Cutter Collection. EWSHS, MAC Archives, Northwest Museum of Arts & Culture, Spokane, WA

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

- refinished as a spacious multi-purpose room. Space under the raised floor is used for storage.
- 1955 The choir loft was modified with a single-row seating extension over the nave/auditorium. City of Spokane building permit #B26249, March 1955.
- 1958-59 An “educational wing” was built on the west elevation of the original church. City of Spokane building permit #B42768, Sept 1958.
- 1963-64 The church sanctuary on the north wall in the nave/auditorium was enlarged and remodeled to allow for additional pew seating. A small single-story addition was built on the north rear exterior elevation of the church to hold the pipes of a pipe organ purchased in 1963.⁹ A backdoor was installed at grade and an interior staircase was built in the northeast corner of the building.
- 1965 A wood picnic shelter was built behind the north rear of the church. Spokane building permit #B60107.
- 1970 The raised basement multi-purpose room (social hall) was remodeled, and wall-to-wall carpet was installed.
- 1983 The 1959 addition was re-roofed with composition shingles. City of Spokane building permit #0016A.
- 2015 The original ebony-finished fir-paneled front doors of the 1923-24 church were replaced with oak front doors similar to the original door design.

⁹ Manito Methodist Episcopal Church archives.

SECTION 8: STATEMENT OF SIGNIFICANCE

<i>Areas of Significance</i>	<i>Architecture</i>
<i>Period of Significance</i>	<i>1923-1959</i>
<i>Built Date</i>	<i>1923-24, 1959</i>
<i>Architect for 1923-24 church</i>	<i>Kirtland K. Cutter</i>
<i>Architect for 1959 education wing</i>	<i>George M. Rasque</i>

SUMMARY STATEMENT

Built in 1923-24, and modified in 1959 with the addition of an “educational” wing, Manito Methodist Episcopal Church is eligible for listing on the Spokane Register of Historic Places under Category C for its architectural significance. The property’s period of significance starts with the church’s 1923 built date, and ends in 1959 when the educational addition was constructed. The 1923-24 church is a fine example of Italian Renaissance-style influence, and is artistically distinguished with arched leaded stained-glass windows, red brick cladding with decorative brick patterns, ornamental concrete *bas relief* sculpture, and a prominent 60-foot-tall square bell tower. According to church archives, the design and materials for the tower at Manito Methodist Episcopal Church were greatly influenced by one of the great historic basilicas in Italy—St. Francis Basilica of Assisi, Umbria, built in the 1200’s.¹⁰ In contrast to the 1923-24 church, the 1959 education addition depicts hallmark characteristics of Mid-Century Modern-style influence with a low-pitched roof, brushed aluminum window frames, horizontal rows of windows with modern designs, and horizontal rows of decorative blue/green-colored ceramic-clad metal wall panels. The church and addition represent the work of professional architects well-known in Spokane, Kirtland K. Cutter and George M. Rasque respectively, and reflect a high degree of exterior architectural integrity.

HISTORICAL CONTEXT

Manito Plateau

In 1901 when Cook’s 4th Addition was platted,¹¹ the area atop the tall, steep, rugged basalt bluff at 7th Avenue (south of downtown) was known as the Manito Plateau. Mostly undeveloped at that time, the south plateau spread further south and uphill over hilly, uneven ground dotted with evergreen trees, native brush and grasses, and large basalt outcroppings. Although platted in the late 1890s and early 1900s, development of the Manito Plateau did not begin in earnest until three public parks were established on the plateau between 1903 and 1907—Cliff Park, Cannon Hill Park, and Manito Park. The public parks acted as developmental catalysts and helped spur some of the finest residential and mixed-use suburban neighborhood development in Spokane.

Necessary water/sewer/gas/electric service infrastructure systems were installed, roads and sidewalks were graded/paved, street trees were planted, private and public transportation linking the Manito Plateau with downtown Spokane was established, and

¹⁰ Manito Methodist Episcopal Church archives and records.

¹¹ Spokane County Tax Assessor. Spokane County Courthouse, Spokane, WA

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

single-family homes, schools, and churches were built. Mixed-use commercial and business activity in the neighborhood sparked the construction of various frame and brick buildings used as grocery markets, shops and stores, creameries, gas stations, educational facilities, and churches. Most of the building activity followed Grand Boulevard uphill from 9th Avenue to 37th Avenue. At least four churches were built in the 1920s along Grand Boulevard,¹² beginning with St. John's Episcopal Cathedral on 13th and Grand followed by St. Mark's Lutheran Church (24th and Grand), a Baptist church (25th and Grand—a non-denominational church in 2016), and Manito Methodist Episcopal Church (33rd and Grand). “Manito District” as the residential neighborhoods and the commercial/business core in the greater Manito Park neighborhood were originally called, is today known as simply “Manito.” Proud of their Manito surroundings and location on the Manito Plateau, the parishioners and members of Manito Methodist Episcopal Church specifically chose the name “Manito” for their church.¹³

Manito Methodists

As told by Manito Methodist Episcopal Church members, families began to settle in Manito around 1900. In 1906, a small white school house was built on 37th and Hatch by people in the area. The need for a Sunday school arose so Sunday school classes were held in the school house. As Manito Methodist Episcopal Church parishioner Marna Estep tells the story, “It was decided, as there were more Methodists than Baptists, to let the Methodists take over.” In 1909, 39 members made up of both Baptists and Methodists were received into the Methodist church congregation. Two years later in 1911, a city building lot was purchased at 502 E. 33rd Avenue on the southwest corner of 33rd and Grand Boulevard. A small rectangular white-painted frame church with a gable end roof was built—the first church building owned by Manito Methodist Episcopal Church and the only Methodist church in Manito. Church membership began to grow and soon a larger church was needed.¹⁴

In August 1918, the Spokane-Washington Improvement Company sold three lots across the street north from the little church on 33rd Avenue. The lots were located on the northwest corner of 33rd and Grand and included Lots 12, 13, and 14 in Block 16. Vernon Robertson purchased the lots for \$664 and two years later, sold the lots to J. L. & Lorena Richards. The Richards did not build on the property but instead sold the land in 1921 to Seymour & Mary E. Birch. Active and generous church members, the Birches immediately conveyed the property the day they purchased it on June 16, 1921 to Manito Methodist Episcopal Church. The following special warranty deed condition and declaration of land use was included in the conveyance of land to be used:

*In trust for the use of the Manito Methodist Episcopal Church of
Spokane, Incorporated, subject to the doctrines, law, usages, and*

¹² Although not sited on Grand Boulevard, Manito Presbyterian Church was built on 29th and Latawah, two blocks west of Grand, during the same time as the churches located on Grand Boulevard.

¹³ The North American Indian word, “Manito,” is said to translate to “hilltop,” “spirit,” and “children of the sun.” Bamonte, p. 40.

¹⁴ Manito Methodist Episcopal Church archives. *Manito Memories*, 1999.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

Ministerial Appointments of the Methodist Episcopal Church as from time to time established, made and declared by the lawful authority of the said church; and if the said property shall be sold or encumbered the proceeds of the sale or encumbrance shall be applied to the use aforesaid; subject however to the provision of the law of the church relating to abandoned church property and of that forbidding the mortgaging of real estate for current expenses.

The warranty deed ends with the statement, “*The Grantors make this conveyance as a deed of gift*”—a purposed, charitable donation of land from the Grantors, Seymour & Mary Birch, to Manito Methodist Episcopal Church.¹⁵

Seymour & Mary Birch

Seymour Birch was born in 1843 in Amsterdam, New York. He came to Spokane in 1889, married Mary E. Munson, and founded a real estate business with his wife’s brother, George Munson. He built many buildings in Spokane, including the Birch Block on 2nd Avenue and Wall Street (built in 1904), the Munson Block (1918, demolished), the Espanola Apartments in Browne’s Addition (1907), and the architectural Asian-inspired five-story, luxury Tokyo Apartments on Sixth Avenue and South McClellan Street (1910, demolished).¹⁶ In addition to his real estate and development business, Birch also owned and operated several mines.¹⁷

Manito Methodist Episcopal Church

Progressive trends among churches were popular in the United States in the 1920s. World War I had just ended and people felt the need for churches to be used as community hubs and meeting places as well as spiritual centers. A *Spokesman-Review* newspaper article printed on August 11, 1921 described the feeling of many people:

A Progressive Trend Among the Churches

The extent to which the church in different communities is preparing to take a position of influence in civic welfare is indicated by the number of new churches about to be built and by the type of the contemplated structures. In almost all of them is embodied the community center idea. The spiritual affairs of the people are recognized as closely allied to their everyday lives, and so we have clubrooms in the churches, [and] kitchens, gymnasiums, and playrooms.

To accommodate uses as community centers as well as houses of worship, churches were re-designed to fulfill different spiritual and social community needs. Manito Methodist

¹⁵ Thirty years later, Lots 10 and 11 and part of Lots 1, 2, and 3, Block 16 were purchased by Manito Methodist Episcopal Church. Today in 2016, property owned by the church includes Lots 10 through 14 and the south 28 feet of Lots 1 through 5, all in Block 16.

¹⁶ The name of the apartment block was later changed to the Seymour Apartments during World War II, and demolished in 2003 for the expansion of Sacred Heart Hospital (Sisters of Providence).

¹⁷ “Death Summons Seymour Birch.” *Spokane Daily Chronicle*, 7 Feb 1924.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

Episcopal Church members, Seymour & Mary Birch, were cognizant of the new directional church trends at that time. They had a dream to build a new, larger church building for the church's growing congregation and the congregations' spiritual and community needs. Requiring a level site on which to build the new church, Seymour Birch bought three consecutive lots in 1921 on the northwest corner of 33rd Avenue and Grand Boulevard for the church. Birch then chose one of Spokane's most celebrated architects, Kirtland Cutter, to design a church that would hold 300-400 congregants. Birch consulted with Cutter for several years before they finalized a new church plan.

In the summer of 1921, future plans for a new church building were described in *Spokesman-Review* and *Spokane Daily Chronicle* newspaper anticipatory articles published on August 10th and August 11th respectively. Headlines in the August 10th article touted a church "community center, Sunday school, and gymnasium," and claimed the new church will include a "community center section...with meeting rooms for men and women, a reading room, a modern kitchen, and a large dining room...the gymnasium will have moving picture facilities."¹⁸

The August 11th *Spokane Daily Chronicle* anticipatory article highlighted the following future church features:

***Plan Elaborate
Art Features for Manito Methodist Church
Stained-Glass Windows Selected***

Features of the new Manito Methodist church at 33rd and Grand...will include stained-glass windows depicting scenes from Bible history, and one large window at the back of the church. The main entrance will be on 33rd Avenue and will open on a foyer [narthex] 10x30 feet in dimension. From this foyer, stairways will lead down to the gymnasium with its surrounding rooms for community and social benefit, and other stairways will lead up to the main auditorium [nave] and the Sunday school rooms. The main body of the church will cover an area of almost 60x75 feet. The roof will be approximately 40 feet from the ground, and the tower and belfry will stand nearly 60 feet above ground. As well as a \$300 chime of bells there will be a toiling bell.¹⁹

Opening from the main auditorium [nave], the Sunday school rooms will be divided from the church proper...by...[pocket] doors which can be easily opened to enlarge the seating capacity of the church. The seating capacity of the auditorium [nave] will be about 400. A pipe organ, which will fill the rear of the church [sanctuary] behind the pulpit, is to be installed at an estimated cost of \$3,000. The windows of the church... are to be paid for by

¹⁸ "Donates \$50,000 For New Church." *Spokesman-Review*, 10 Aug 1921.

¹⁹ Although described in the 1921 anticipatory newspaper article, the bell chimes and toiling bell were not installed as of 2016.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

*the congregation. Floors throughout [the church] are to be of hardwood, and the building will be finished in the Italian Renaissance style.*²⁰

The newspaper articles gave great hope for the construction of a new and larger church for Manito Methodists. Because of the generous donation of church members, Seymour & Mary Birch, this hope was realized. In addition to purchasing land for the church's building site and commissioning prominent Spokane architect Kirtland Cutter to design the church, Seymour & Mary Birch donated from their private resources a very large sum of money—\$30,000 to 40,000—to help build the new church.²¹

On April 13, 1924—three years after the 1921 anticipatory articles—construction of the building was complete and the church was opened to the public.

Will Dedicate Manito Church on Next Sunday

*The new \$60,000 Manito Methodist church will be formally opened next Sunday. Through large gifts from Mr. and Mrs. Seymour Birch, the new church has been made possible. Up to his death two months ago, Mr. Birch took a personal interest in the plans and completion of the structure. It is hoped to have the church free of debt when the formal dedication is held in May or the first part of June.*²²

The church was dedicated on June 8, 1924. "A memorial service was held in honor of Mr. and Mrs. Birch, whose generous gift had made the new church possible."²³ Church member Marna Estep remembered, "Joy was mingled with sadness, for the benefactors Mr. and Mrs. Seymour Birch, whose dream this modern structure had been, did not live to attend the first service within its walls."²⁴ The colored cathedral-glass round rose window in the balcony/choir loft was created, installed, and dedicated in memoriam to "Mary E. Birch, Wife of Seymour Birch."

1959 Education Addition

Manito Methodist Episcopal Church continued to grow and by the late 1950s, church membership exceeded more than 700. A newspaper article was featured in the April 10, 1958 *Spokane Daily Chronicle* with an artist's rendering and description of a new proposed church and education wing, which would replace the 1923-24 church.

Planned Church

This modern building of brick, ceramic tile, and glass is the proposed new \$500,000 Manito Methodist church, to be erected at the site of the present church, 33rd and Grand. The education wing will be built first with construction expected to start this summer. The [education

²⁰ "Plan Elaborate Art Features for Manito Methodist Church." *Spokane Daily Chronicle*, 13 Aug 1921

²¹ Ibid.

²² "Will Dedicate Manito Methodist Church on Next Wednesday." *Spokane Daily Chronicle*, 7 April 1924

²³ Manito Methodist Episcopal Church archives.

²⁴ Ibid.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

wing]...will accommodate 600 at Sunday school sessions. The new wing will [also] include a small chapel, choir rooms and rehearsal rooms, a bride's room, a nursery and crib room, initial facilities for youth, a library, and offices for the pastor, director of education, and church secretary.²⁵

Less than a year after the newspaper article appeared, the education wing was erected in 1959. The proposed church, however, has never been built to date. Instead, the original 1923-24 church continues to be preserved.

In contrast to the Italian Renaissance-style influence of the 1923-24 church, the attached education wing, designed by prominent Spokane architect, George Rasque, was built with strong influence from the Mid-Century Modern style. From the addition's front entry, split-level entry stairs lead west into three floors of classrooms, meeting rooms, offices, library, restrooms, and a chapel for a total of nearly 25 rooms. Open to non-profit groups as a community center, the education wing has been used by various Girl Scout troops, Camp Fire Girls leadership training, Daybreak of Spokane, Samaritan Counseling Center, and the South Hill Ecumenical School of Theology. In 2016 the building is used by Boy Scouts of America troops, yoga classes, a bagpipe group, three cooperative pre-schools, and a Montessori elementary school. The building also provides space to multiple service organizations such as Spokane County's Juvenile Diversion Program and CASA Partners' My Bag, a program that provides age-appropriate supplies to Spokane-area children entering foster care.

ARCHITECTURAL SIGNIFICANCE

Category C

Category C of the Spokane Register of Historic Places applies to "properties significant for their physical design or construction, including such elements as architecture, landscape architecture, engineering, and artwork."²⁶ To be eligible for historic register listing under Category C, "a property must meet at least one of the following requirements:"²⁷

1. *Embody distinctive characteristics of a type, period, or method of construction.*
2. *Represent the work of a master.*
3. *Possess high artistic value.*²⁸

Manito Methodist Episcopal Church is nominated under Category C in the area of significance, "architecture," because it "embodies distinctive characteristics of a type, period, or method of construction" and "refers to the way" in which the "property was conceived, designed, or fabricated by a people or culture in past periods of history."²⁹

²⁵ "Planned Church—Manito Methodist to Erect \$500,000 Building." *Spokane Daily Chronicle*, 10 April 1958

²⁶ *National Register Bulletin 15: How to Apply the National Register Criteria for Evaluation*, p. 17.

²⁷ *Ibid*, p. 17

²⁸ *Ibid*, p. 17

²⁹ *Ibid*, p. 17

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

“Distinctive characteristics are the physical features or traits that commonly recur in individual types, periods, or methods of construction. To be eligible, a property must clearly contain enough of those characteristics to be considered a true representative of a particular type, period, or method of construction.”³⁰

Manito Methodist Episcopal Church is a fine example of influence from both the Italian Renaissance style and Mid-Century Modern style because it retains and displays stylistic elements and architectural features of both traditions. The church possesses high artistic values, which are particularly evident in the well-preserved quality, craftsmanship, and architectural integrity of the church’s original and unique expressions of the Italian Renaissance style and the Mid-Century Modern style.

Italian Renaissance Style

The Italian Renaissance style enjoyed popularity from 1890 to 1935 during a time when revivals of earlier prototypes were in vogue.³¹ Architectural historian Carole Rifkind wrote that during this time, “fine churches grew up along grand residential avenues in the nation’s great cities, in thriving automobile suburbs, in booming resort towns. Church architecture was nothing if not careful, correct, and sincere.”³² She explained:

Ralph Adams Cram, foremost church architect of the period, best expressed the mood that would dominate the first third of the twentieth century: ‘Build in stone or brick; plan with rigid simplicity; design both interior and exterior with reserve, formality and self-control; have the mass simple, the composition equally so.’

*[As] respectful students of historical precedent and quality construction, twentieth-century revivalists conscientiously searched the past for inspiration and symbolism more than for form or content. The early twentieth-century church sought an ‘ecclesiastical atmosphere’ for its buildings. Religion protected itself within solid walls of familiar shapes—Gothic and Romanesque...and Roman Renaissance [Italian Renaissance] in their regional varieties.*³³

Defining features of the Italian Renaissance Revival style include a low-pitched hip roof, usually covered with ceramic tiles; flat and pitched roofs with a detailed cornice; arched windows and doors located either individually or as groups in a colonnade; porches or entrance areas usually accented by columns or pilasters; and symmetrically patterned facades. Preferred building materials include brick masonry and stone masonry in light colors, and plastered and painted poured concrete with smooth surfaces and simplified carving. The plan for the church tends to be functional and organized, and in some instances, compact. In summary, Rifkind explained, “twentieth-century design is careful

³⁰ Ibid, p. 18

³¹ McAlester, Lee & Virginia. *A Field Guide to American Houses*. New York: Knopf, 1989.

³² Rifkind, Carole. *A Field Guide to American Architecture*. New York: Penguin Group, 1980.

³³ Ibid.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

and correct in selecting historical details, and inventive in using them to fulfill modern requirements. Proportions are generally horizontal, accentuated by a tall tower or high dome." Finally "ornament is generally selected from a single historical style. It is reworked in a new design for a quiet, rather than a blatant, originality...formal and symmetrical, it may be distinguished by circular windows and round arches."³⁴

Manito Methodist Episcopal Church reflects various elements and features from a revival of the Italian Renaissance style. These include a simple massed plan for the church, brick and concrete masonry, decorative plastered surfaces (ceiling beams), simplified carving in low relief (facade entrance with carved concrete surround and pediment), brick masonry cladding, arched windows, a round rose window, stained-glass and colored cathedral-glass windows, arched openings (interior colonnade walls and tower belfry arches), and a prominent tall square bell tower. Manito Methodist Episcopal Church archives/records state that the design and ornamentation for the church's tall bell tower were influenced by the 1200 Romanesque-style tower design seen at St. Francis of Assisi, Umbria, Italy. Emphasized with arched belfry openings, brick cladding, brick corbel courses, and a low-pitched hip roof covered with red ceramic tiles, Manito Methodist Episcopal Church's square bell tower is an architectural focal point, and reflects specific and correct historic details influenced by the design of St. Francis of Assisi basilica.

Kirtland K. Cutter, Architect (1860-1939)

In addition to its importance as an influenced embodiment of the Italian Renaissance style, the 1923-24 Manito Methodist Episcopal Church is also the product of early Spokane master architect, Kirtland Kelsey Cutter. Architectural historian, Henry Matthews, explained in his book, *Kirtland Cutter: Architect in the Land of Promise*, that while Cutter's partners provided the technical expertise, Cutter was the artist and designer.³⁵ Cutter partnered first with Spokane architect, J. C. Poetz, for a short time, and later with Karl Gunnar Malmgren from 1889 to 1917. He then practiced alone until he left Spokane in 1923.

Kirtland Cutter was born in Ohio in 1860, studied at the Art Students' League in New York, and traveled extensively throughout Europe where he pursued an education in art and architecture. He moved to Spokane in 1886 when he was 26 years old and lived with an uncle for a time. Cutter began designing homes shortly before the devastating Spokane Fire of 1889, but his rise to prominence began after the fire, which necessitated a rebuilding of nearly all of downtown Spokane. Inspired by his travels in Europe and the Far East, Cutter's unique imprint can be seen in the buildings, homes, and churches he designed. He designed more than 30 homes in the Spokane area in a wide range of styles from Patsy Clark's eclectic Italian Renaissance-style villa, John Finch's Neoclassical-style home, and D. C. Corbin's spacious Colonial Revival-style house, to the Mission-inspired Wakefield mansion, the Tudor Revival-style Graves estate (Waikiki), and the Nuzum House on West Sumner Avenue. He designed numerous

³⁴ Refkind, pp. 156-164.

³⁵ Matthews, Henry. *Kirtland Cutter: Architect in the Land of Promise*. Seattle: University of Washington Press, 1998.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH

commercial buildings, including the Spokane Club, the Washington Water Power Substation, the Sherwood Building, the Chronicle Building, and the Davenport Hotel.³⁶ Finally, Cutter designed at least four churches, three in Washington State and one in Idaho. One of the churches he designed in Washington is Manito Methodist Episcopal Church in Spokane. "To him perhaps goes the distinction of having contributed more freely than any other man to the architectural beauty of Spokane, in the artistic homes he designed, and for the metropolitan appearance of the buildings for which he was also the architect."³⁷

Kirtland Cutter's flare for eye-catching aesthetic detail is evident in his work in Spokane. At Manito Methodist Episcopal Church, this is evident in his work on the church. Seymour Birch, the church parishioner who hired Cutter to design Manito Methodist Episcopal Church, was interested in church architecture and had travelled to Europe where he became familiar with many of the continent's notable churches, including the basilica of St. Francis of Assisi in Italy. To Cutter, Birch expressed his interest in the basilica's Romanesque architectural style and his desire for a design to reflect the basilica's likeness for the new Manito Methodist Episcopal Church. Because he had also travelled extensively throughout Europe, Cutter was able to fulfill Birch's desire for the design of a new Manito Methodist Episcopal Church that reflected Italy's St. Francis of Assisi basilica through the use of the Italian Renaissance style, a popular revival style in the 1920s. Built in 1923-24, Manito Methodist Episcopal Church reflects the prominent tall square tower with a low-pitched hip roof, ceramic roof tiles, brick masonry, and tall open belfry arches displayed on St. Francis of Assisi basilica. Manito Methodist Episcopal Church was one of Cutter's last commissions before he left Spokane and moved to Southern California in 1923. He worked for another 16 years on several Mediterranean-influenced designs for large homes and estates, a school, college, and an athletic club—all located in posh locales, including Palos Verdes, Long Beach, Santa Ana, San Marino, Beverly Hills, Bel Air, Balboa Island, and Laguna Beach. He died in 1939.

Mid-Century Modern Style

In contrast to the historic revival influence of the Italian Renaissance style so well expressed at Manito Methodist Episcopal Church, architectural historian Carole Rifkind says, "Modern church design—attempting contemporaneity—eliminates references to historical precedent, strips away ornament, and searches for original forms."³⁸ The 1959 education wing attached to the west face of Manito Methodist Episcopal Church fits the aforementioned description. The education wing expresses Mid-Century Modern characteristics through its simple horizontal massing, low-pitched side gable roof, smooth light-colored pressed brick masonry cladding, accentuated brick pilasters, and geometric designs formed by horizontal rows of windows with brushed aluminum frames. A focal point of the building and a strong characteristic of the Mid-Century Modern style is the

³⁶ Davenport Hotel was designed at different times by two architects: K. K. Cutter and G. A. Pehrson.

³⁷ EWSHS. *Spokane Skyline: A Century of Architecture, 1889-1989*. Spokane: EWSHS, 1989, p. 13.

³⁸ Ibid.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

application of horizontal rows of blue/green-colored ceramic and metal panels located between rows of windows.

George M. Rasque, Architect (1891-1977)

George M. Rasque was born in Madison, Wisconsin in 1891. He came to Spokane, worked for the Spokane architectural firm Whitehouse & Price, and later partnered with Arthur Sackville-West, with whom he founded the firm, Rasque & Sackville-West Architects. Rasque was responsible for many designs in Spokane and the Spokane region, and worked alone and with his son, and later with Arthur Sackville-West. Commissions include numerous single-family homes; EWU College of Education; an airport design for Spokane County; Lakeland Village School; Spokane Medical Center; VA Hospital; WA State Penitentiary in Walla Walla; Benton, Ferry, and Stevens County courthouses; utility buildings in Spokane, Davenport, Lewiston, Sandpoint; and more than 60 schools in Washington, Oregon, Idaho, and Montana. In 1959, Rasque designed the education wing at Manito Methodist Episcopal Church. From his work on Tudor Revival to Mediterranean-styled homes, to numerous public school and commercial building designs, to the Mid-Century Modern-influenced education wing for the Manito Methodist Episcopal Church in Spokane, George Rasque was "one of the best known architects in Washington State" and "is recognized as having been one of Spokane's and the Pacific Northwest's most productive and best known architects."³⁹

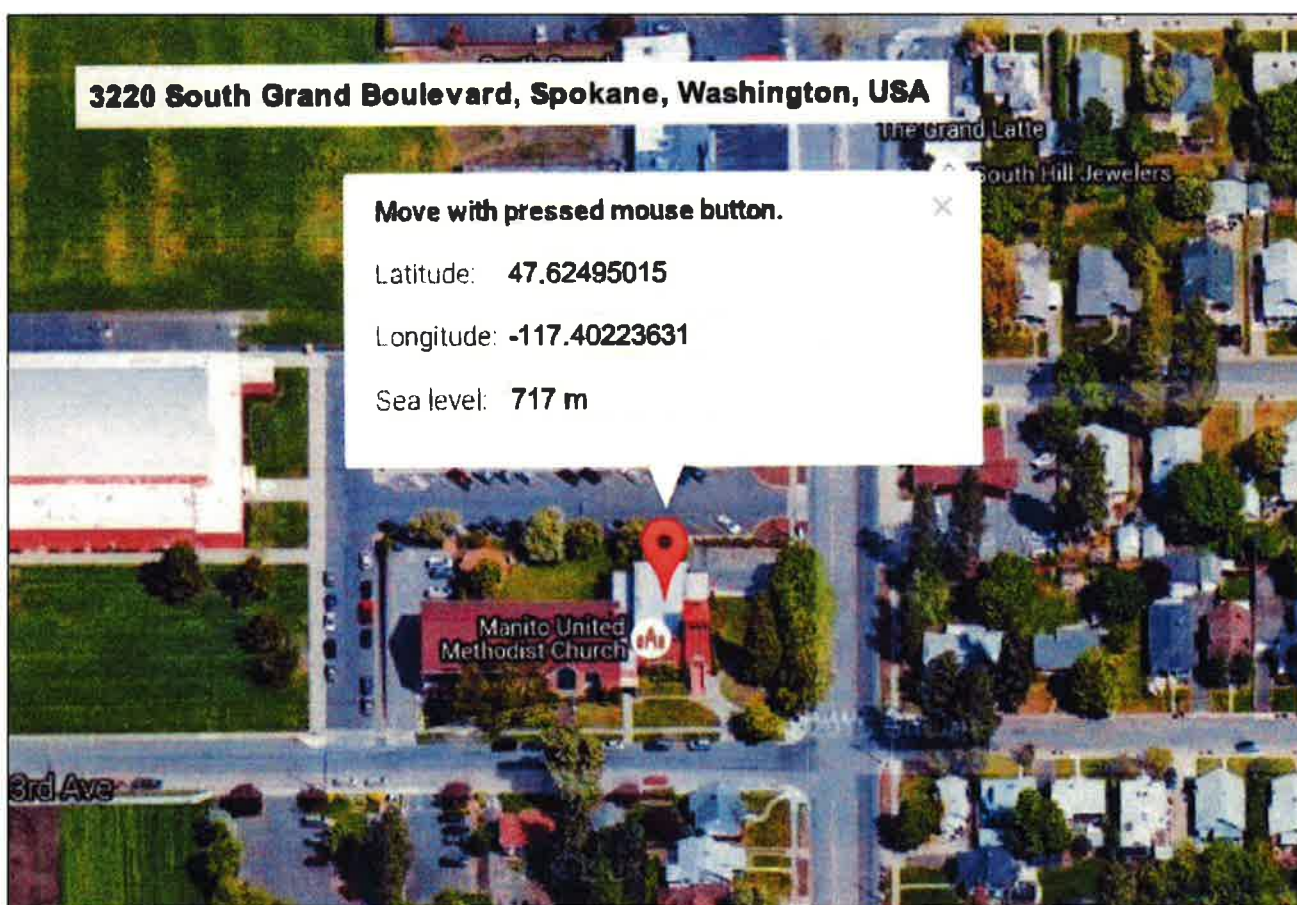
³⁹ George M. Rasque archives from R. J. Danson Collection.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**

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Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH

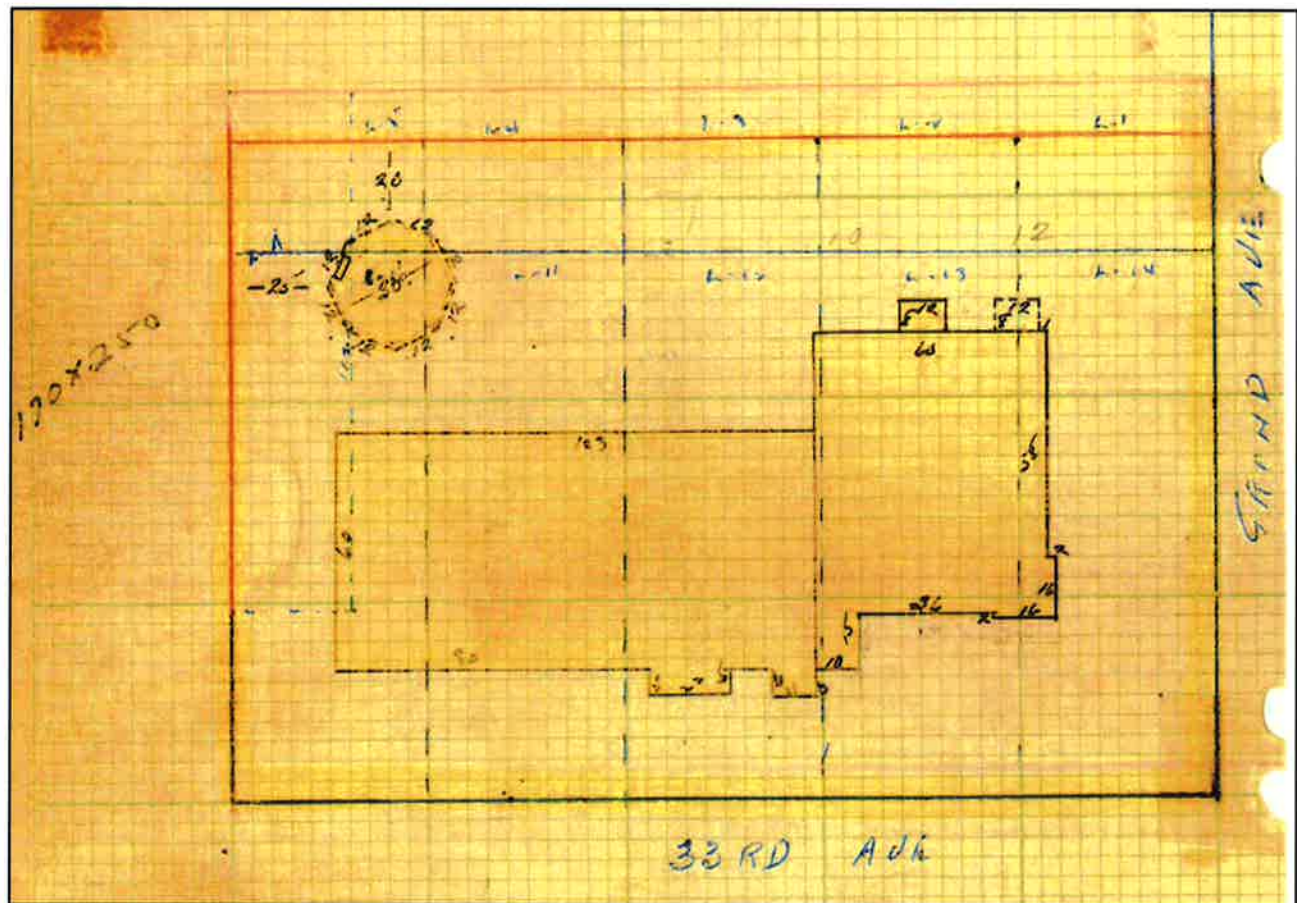


Manito Methodist Episcopal Church in 2016



Source: Google Maps, 2016

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Site Plan

Manito Methodist Episcopal Church
2016

North ↑

Source: Spokane County Tax Assessor
Spokane, WA

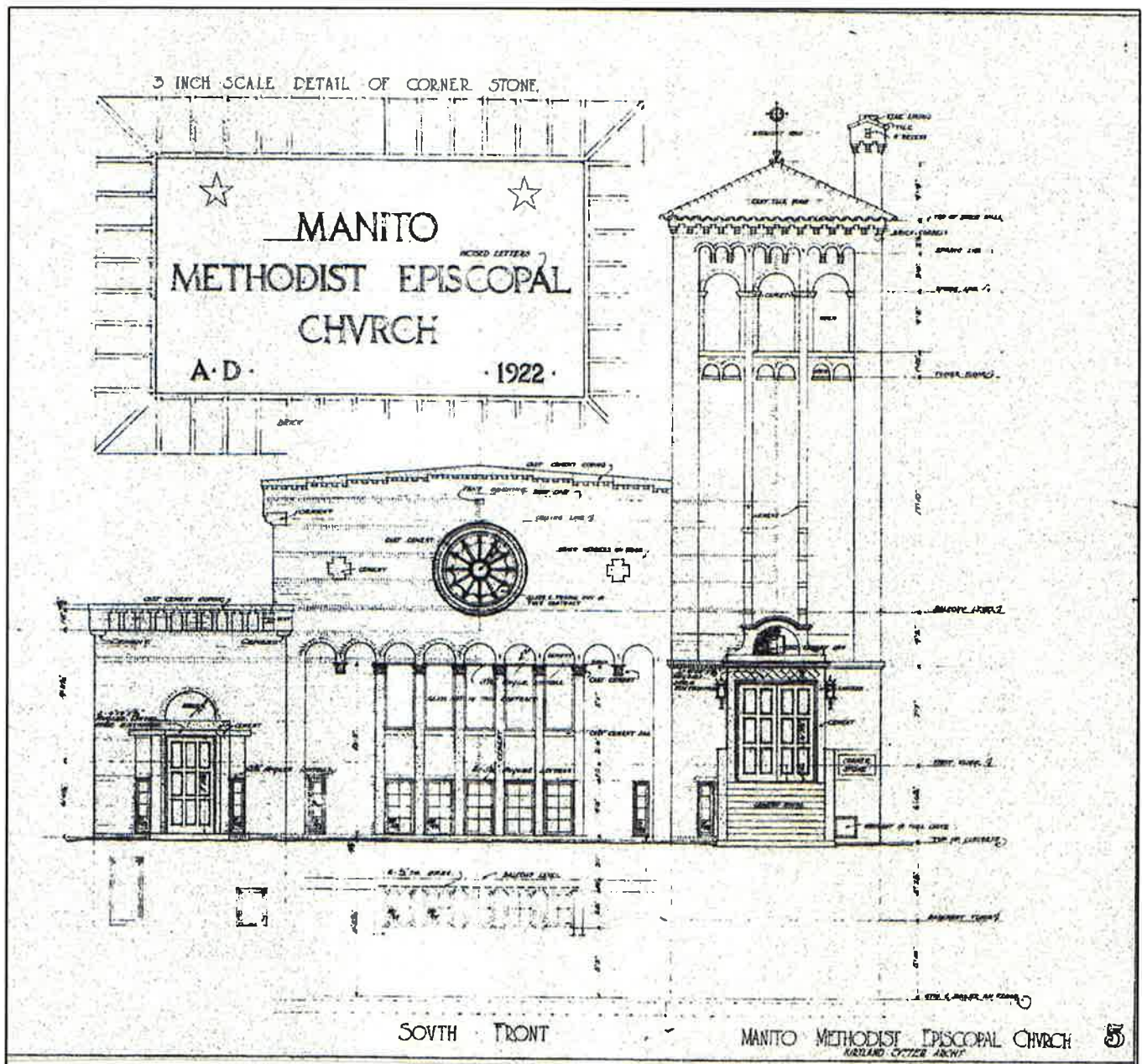
Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



*1924 Photograph
Manito Methodist Episcopal Church, southeast corner of south facade*

*Source: Eastern Washington State Historical Society Archives L97-1.124
NW Museum of Arts & Culture, Spokane, W*

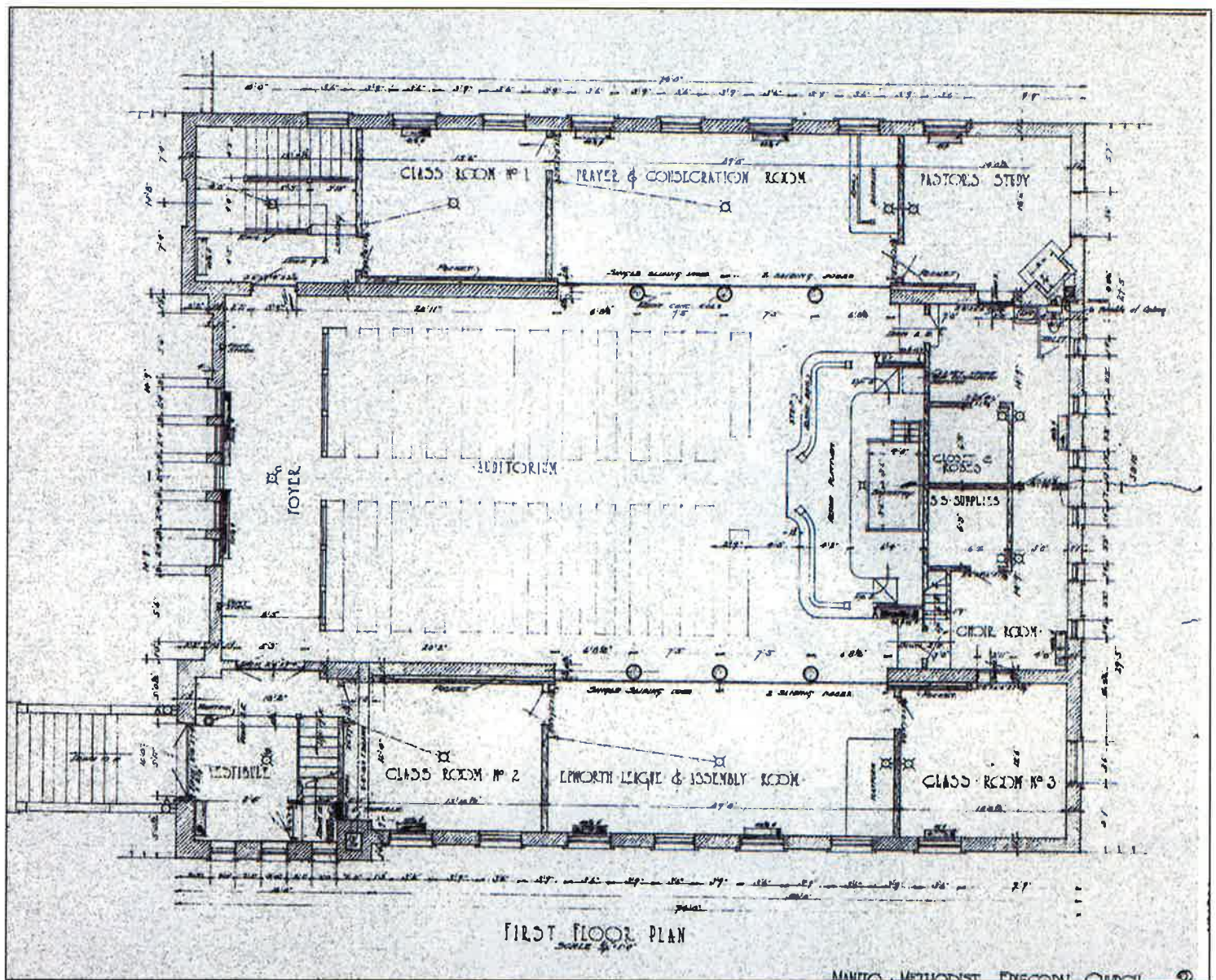
Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



*1922 Drawing by Architect Kirtland Cutter
Manito Methodist Episcopal Church*

*Source: Cutter Collection
Eastern Washington State Historical Society
NW Museum of Arts & Culture, Spokane, WA*

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH

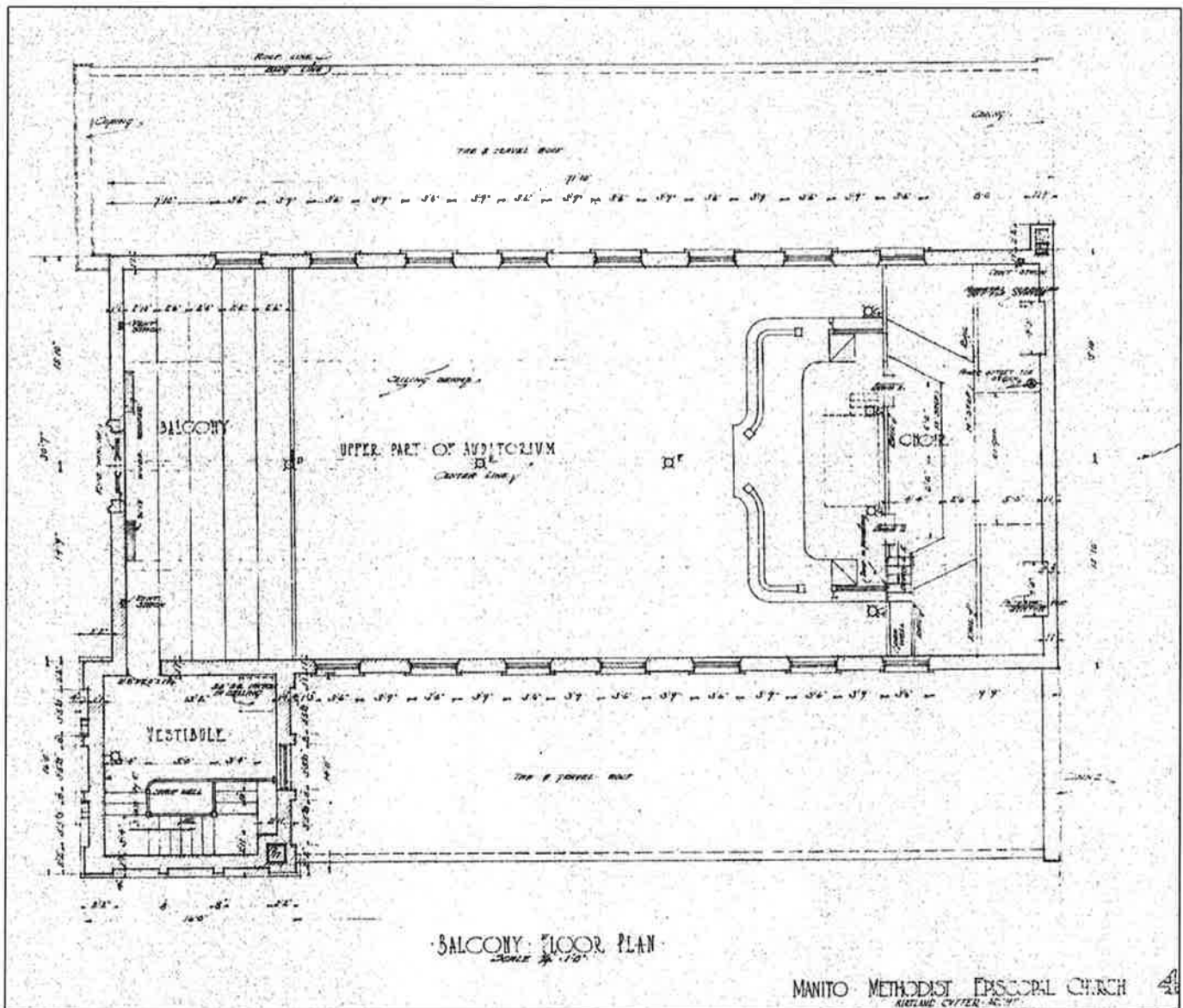


1922 Drawing

*First floor plan for Manito Methodist Episcopal Church
Plans drawn by Kirtland Cutter, Architect*

*Source: MAC Archives Cutter Collection
Northwest Museum of Arts & Culture*

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



1922 Drawing

Balcony Floor Plan

Source: MAC Archives Cutter Collection
Northwest Museum of Arts & Culture

PLAN ELABORATE ART FEATURES FOR MANITO METHODIST CHURCH

Stained Glass Windows
Selected - Baptistry to
Be Before Pulpit.

Features of the new Manito Methodist church at Thirty-third and Grand, on which excavation work has already been begun, will include stained-glass windows depicting scenes from Bible history, and one large window at the back of the church showing Christ and a child.

There will also be an elaborate altar rail with special pulpit arrangement. A unique feature not common to most Methodist churches will be the baptistry in front of the pulpit, measuring approximately 7x5 feet. It will be concealed, when not in use, beneath the pulpit platform.

The church will be built with a gymnasium on the first floor and the main auditorium on the second. The main entrance will be on Thirty-third avenue and will open on a foyer 10x30 feet in dimension. From this foyer stairways will lead down to the gymnasium with its surrounding rooms for community and social benefit, and other stairways will lead up to the main auditorium and the Sunday school rooms.

The main body of the church will cover an area of about 60x75 feet. The roof will be approximately 40 feet from the ground and the tower and belfry will stand nearly 60 feet above ground. As well as a \$300 chime of bells there will be a tolling bell.

Opening from the main auditorium the Sunday school rooms will be divided from the church proper and from each other by glass doors which can be easily opened to enlarge the seating capacity of the church. The seating capacity of the auditorium will be about 400. A special feature of the church will be the altar room adjoining the main auditorium, where a special altar will be erected so that this room may be used for chapel services and prayer services.

The pipeorgan, which will fill the rear of the church behind the pulpit, is to be installed at an estimated cost of \$3000. The windows of the church, which are to be paid for by the congregation, will cost \$1000.

On the first floor the community and dining halls will adjoin the gymnasium. On this floor will also be the kitchen.

Floors throughout are to be of hardwood and the building will be finished in the Italian Renaissance style. Behind the organ loft will be a music room.

Seymour Birch, Toky, apartments, who is donating \$40,000 of the funds estimated to cover the cost of building the new church, has spent several years perfecting the plans for this church in consultation with his architect.

Spokane Daily Chronicle, 13 August 1921

WILL DEDICATE MANITO CHURCH ON NEXT SUNDAY

The new \$60,000 Manito Methodist church, Latawah and Thirty-third, will be formally opened next Sunday morning when Dr. H. H. Todd, president of College of Puget Sound, Tacoma, and Dr. N. M. Jones, superintendent of the Spokane district of the Methodist Episcopal church, will be the principal speakers. Rev. E. F. Harold is the pastor.

The final services in the old building across the street from the new edifice were held yesterday. Due to the delayed arrival of the new pews and pulpit furniture, it is expected that the equipment from the old church will have to be used temporarily in the new church. The building proper is completed and was turned over Saturday by the Glasser Construction company, builders.

Through large gifts from Mr. and Mrs. Seymour Birch the new church has been made possible, and up to his death two months ago, Mr. Birch took a personal interest in the plans and completion of the structure. It is hoped to have the church free of debt when the formal dedication is held late in May or the first part of June, to be attended by Bishop William O. Shepard of the Portland area.

Spokane Daily Chronicle, 7 April 1924

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



PLANNED CHURCH This modern building of brick, ceramic tile and glass is the proposed new \$500,000 Manito Methodist church, to be erected at the site of the present church, Thirty-third and Grand. This architect's sketch is by George M. Rasque & Son. The contemporary design will feature a 98-foot illuminated tower with four back-lighted crosses, "symbolizing Christ as the light of the world and the church as a tower of light in the community," said the Rev. Eugene W. Muench, pastor. The educational wing, shown at the left in the sketch, will be built first with construction expected to start this summer.

Spokane Daily Chronicle, 10 April 1958

"Death Summons Seymour Birch."
Spokane Daily Chronicle, 7 February 1924

DEATH SUMMONS SEYMOUR BIRCH

Seymour Birch, prominent lodge-
man and real estate owner, died last
night at the Deaconess hospital fol-
lowing an operation a week ago for
appendicitis.

Mr. Birch was 81 years old and is
survived by a daughter, Mrs. Frank
T. Miles of Spokane, and two sisters,
Mrs. George I. Herrick of Amster-
dam, N. Y., and Mrs. Howard Kline
of Havre, Mont.

Mr. Birch was born in Amsterdam,
N. Y. He came west in 1889 and
entered the real estate business with
a brother-in-law, George E. Munson.
He built the Espanola and Tokyo
apartments, the Munson and Birch
blocks and many other buildings
here. He donated the lots and \$30,-
000 for the erection of the Manito
Methodist church, to be completed
about April 1.

Funeral services will be conducted
at 4 o'clock Saturday afternoon by
the Rev. Ernest F. Harold of the
Manito Methodist church and the
Rev. Joel Harper of the Westminster
Congregational church.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Southeast front corner of 1923 church in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Church name and date-built plaque on south face of church in 2016.



East elevation of 1923 church in 2016.

**Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH**



North rear elevation of 1923 church in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



South façade of 1959 “education wing” built on west end of 1923 church.



South façade of 1959 “education wing” in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



North rear elevation of 1959 addition in 2016.



Picnic shelter behind church in 2016

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



2016 photograph of reception hall and stairwell in stair tower in 1923 church.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Looking west in narthex in 2016.



Looking east through narthex into reception hall in tower in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Looking north through nave (auditorium) at altar from back of church in 2016.



Looking south at rear of church in 2016. Notice choir loft above first floor.

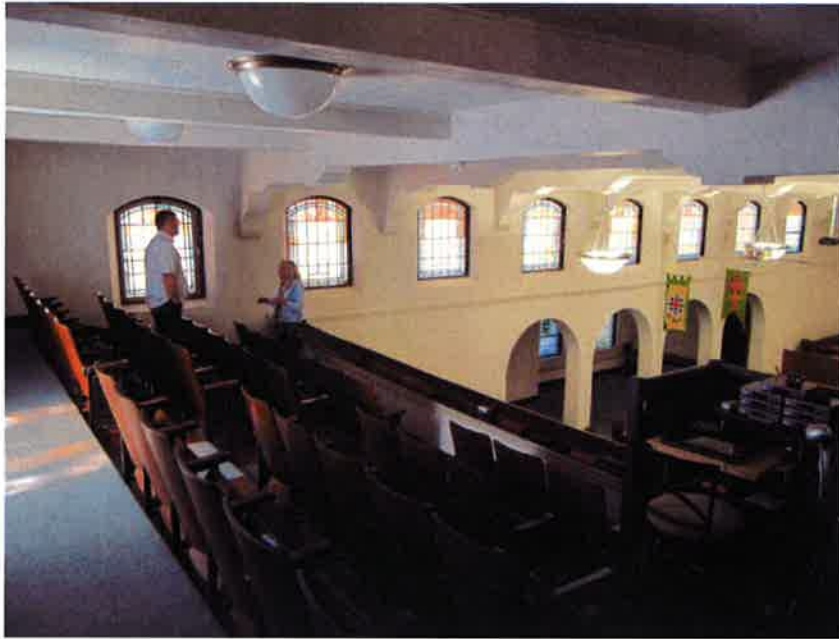


1923 church nave (auditorium), looking northwest towards the sanctuary at the front of church in 2016.



Church nave (auditorium), looking northeast towards sanctuary at front of church in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Choir loft/balcony above nave (auditorium) in 2016, looking northwest from rear of church.



*1924 rose window on south wall of church in choir loft with the following dedication,
"In memoriam, Mary E. Birch, wife of Seymour Birch."*

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Representative stained glass memorial window in church (many donated by church members and church).



Multi-purpose fellowship hall/social room in raised basement of church in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH

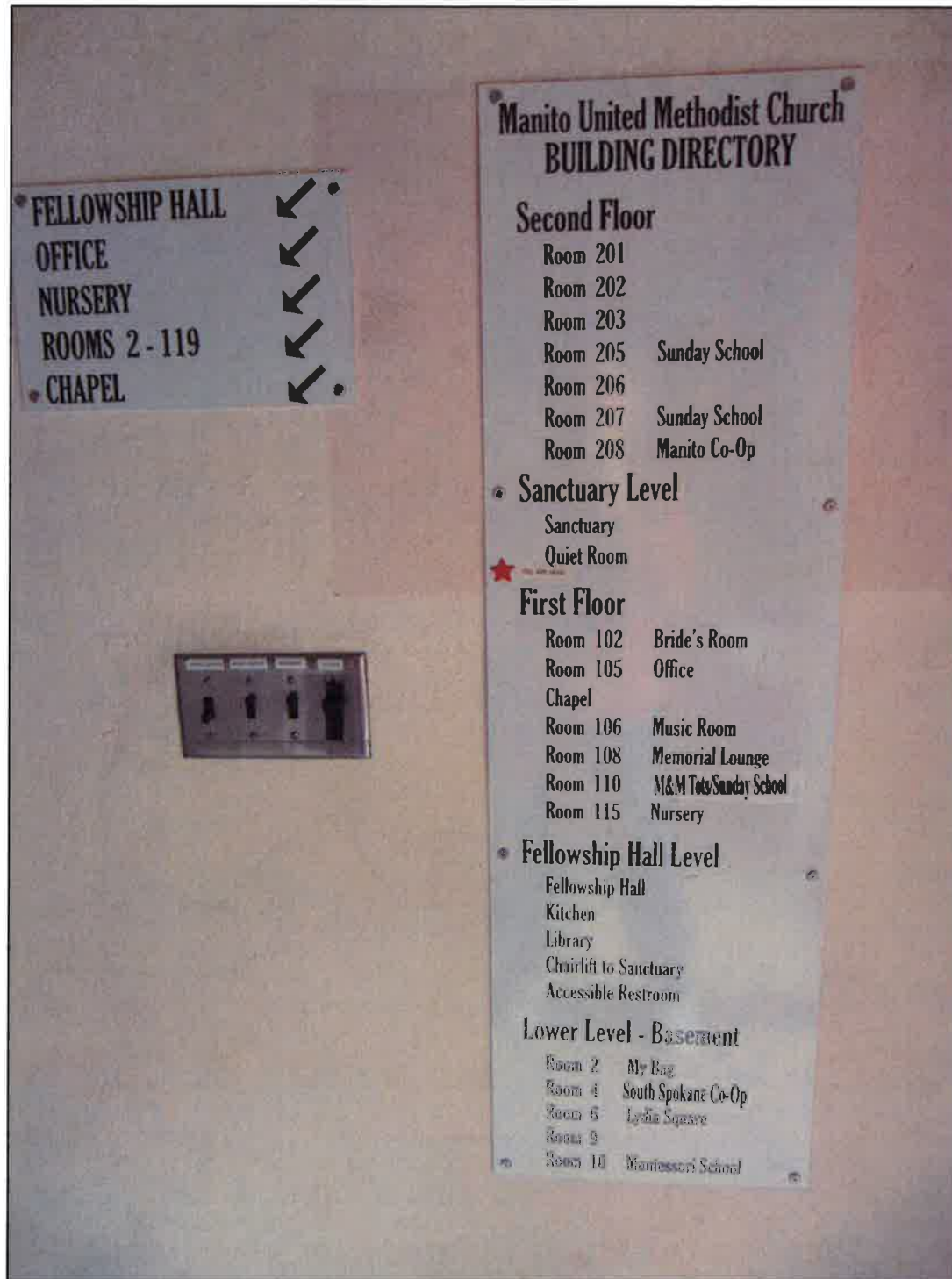


Stairway to education wing from church in 2016.



Hallway in education wing in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Education wing directory in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Chapel in education wing in 2016.



Typical classroom in education wing in 2016.

Spokane City/County Register of Historic Places Nomination
MANITO METHODIST EPISCOPAL CHURCH



Typical classrooms in education wing in 2016.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/28/2016
<u>Clerk's File #</u>	PRO 2016-0010
<u>Renews #</u>	

<u>Submitting Dept</u>	ENGINEERING SERVICES	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	KEN BROWN 625-7727	<u>Project #</u>	2015129
<u>Contact E-Mail</u>	KBROWN@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	CR 17459
<u>Agenda Item Name</u>	0370 - QUALCHAN FORCE MAIN - ADMIN RESERVE INCREASE		

Agenda Wording

Authorization to increase the administrative reserve on the contract with West Company, for Qualchan Force Main - for an increase of \$12,705.63 for a total administrative reserve of \$35,594.08 or 15.5% of the contract price

Summary (Background)

During the construction of the replacement force main, two major change orders used up most of the administrative reserve. The first change order was for \$13,184.57 to remove and replace unsuitable subgrade not anticipated in the original contract. The second was for \$9,157.64 to repair the road damaged due to an unknown and unlocated water service hit during the installation of the force main. This did not allow for any normal project overruns or other possible change orders.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 12,705.63	#	4340 43101 94000 56501 00370
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	TWOHIG, KYLE	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	Public Works 11/28/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	Engineering Admin	
<u>For the Mayor</u>	SANDERS, THERESA	kkeck@spokanecity.org	
<u>Additional Approvals</u>		mhughes@spokanecity.org	
<u>Purchasing</u>		htrautman@spokanecity.org	
		kgoodman@spokanecity.org	
		kschmitt@spokanecity.org	
		kbrown@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

(Latah/Hangman Valley Neighborhood Council)

Summary (Background)

Therefore, it will be necessary to increase the administrative reserve an additional \$12,705.63 or 5.5% to make this final payment for this project.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
Public Works Committee
Engineering Services
November 28, 2016

Subject

Administrative reserve increase for Qualchan Force Main - #2015129

Background

During the construction of the replacement force main, two major change orders used up most of the administrative reserve. The first change order was for \$13,184.57 to remove and replace unsuitable subgrade not anticipated in the original contract. The second was for \$9,157.64 to repair the road damaged due to an unknown and unlocated water service hit during the installation of the force main. This did not allow for any normal project overruns or other possible change orders.

An increase of \$12,705.63 to the administrative reserve is needed to make this final payment for this project.

Original Contract Amount:	\$228,884.50
Original Administrative Reserve:	\$22,888.45(10%)
Additional Administrative Reserve:	\$12,705.63(5.5%)
 Total Budget Needed to Final:	 \$264,478.58

Impact

This is a request for the City Council approval for additional funds that are needed to final this project.

Action

Recommend approval.

Funding

Wastewater Department Capital Fund – 100%

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/18/2016
<u>Clerk's File #</u>	OPR 2016-0958
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	AE139-16
<u>Requisition #</u>	CR 17444

<u>Submitting Dept</u>	WASTEWATER MANAGEMENT
<u>Contact Name/Phone</u>	DAN KEGLEY X7821
<u>Contact E-Mail</u>	DKEGLEY@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Contract Item
<u>Agenda Item Name</u>	4310 - INDIAN TRAIL DRAINAGE STUDY

Agenda Wording

A contract for site analysis to support compliance and emergency preparedness for future stormwater events in the Indian Trail area with Varela & Associates, Inc. (Spokane, WA) valued at \$56,000.00.

Summary (Background)

This project was processed through the A&E list (AE139-16). In May of this year, a significant precipitation event resulted in excessive flooding and severe erosion in the Indian Trail area. This project is intended to determine if the existing drainage systems were designed according to the requirements of the 10-year plan, to identify possible causes of the flooding resulting from last May's event, and to provide options to prevent flooding during future stormwater events.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Expense \$ 4310-43100-35145-54101-99999	# 56,000.00
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>	<u>Council Notifications</u>
<u>Dept Head</u>	KEGLEY, DANIEL
<u>Division Director</u>	SIMMONS, SCOTT M.
<u>Finance</u>	KECK, KATHLEEN
<u>Legal</u>	WHALEY, HUNT
<u>For the Mayor</u>	SANDERS, THERESA
<u>Additional Approvals</u>	jpatrouch@varela-engr.com
<u>Purchasing</u>	WAHL, CONNIE
	wpeacock@spokanecity.org
	cwahl@spokanecity.org
	rahanson@spokanecity.org
	sjohnson@spokanecity.org

BRIEFING PAPER
Public Works Committee
Wastewater Maintenance Department
November 28, 2016

Subject

A contract for site analysis to support compliance and emergency preparedness for future stormwater events in the Indian Trail area with Varela & Associates, Inc. (Spokane, WA) valued at \$56,000.00.

Background

The A&E list was consulted for this project (AE139-16). Four companies were selected from the pre-qualified list and, based on the credentials submitted by those companies, Varela was determined the most qualified for this project. The scope of work and associated cost were directly negotiated.

In May of this year, a significant precipitation event resulted in excessive flooding and severe erosion at many locations in the Indian Trail area. This project is intended to determine if the existing drainage systems were designed according to the requirements of the 10-year plan, to identify possible causes of the flooding resulting from last May's event, and to provide options to prevent flooding during future stormwater events.

Impact

This contract will support short term identification of the reasons behind the flooding experienced in May of this year, as well as long term preparedness for future stormwater events.

Action

Recommend approval.

Funding

All funding for this purchase will be from the Wastewater Maintenance Department budget.



City of Spokane

PERSONAL SERVICES AGREEMENT

Title: **INDIAN TRAIL DRAINAGE STUDY**

This Agreement is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **VARELA & ASSOCIATES, INC.**, whose address is 601 West Mallon Avenue, Suite A, Spokane, Washington 99201 as ("Consultant").

Whereas, the Consultant was selected from the A&E Roster.

-- NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Consultant mutually agree as follows:

1. TERM OF AGREEMENT.

The term of this Agreement begins on December 13, 2016, and ends on May 31, 2017, unless amended by written agreement or terminated earlier under the provisions.

2. TIME OF BEGINNING AND COMPLETION.

The Consultant shall begin the work outlined in the "Scope of Work" ("Work") on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Consultant is responsible, but may be extended by the City, in writing, for the City's convenience or conditions beyond the Consultant's control.

3. SCOPE OF WORK.

The General Scope of Work for this Agreement is described in Exhibit A, which is attached to and made a part of this Agreement. In the event of a conflict or discrepancy in the Agreement documents, this City Consultant Agreement controls.

The Consultant shall provide the following services for the City:

Analysis of four (4) sites throughout the City of Spokane to determine if existing drainage systems were designed to the requirements of the 10 year plan, to identify possible causes of flooding that resulted from the rain event that occurred in May of this year, and to provide options to prevent flooding during future storm-water events.

The Work is subject to City review and approval. The Consultant shall confer with the City periodically, and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Consultant's progress.

4. COMPENSATION / PAYMENT.

Total compensation for Consultant's services under this Agreement shall be a maximum amount not to exceed **FIFTY SIX THOUSAND AND NO/100 DOLLARS (\$56,000.00)**, unless modified

by a written amendment to this Agreement. This is the maximum amount to be paid under this Agreement for the work described in Section 3 above, and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Agreement.

The Company shall submit its applications for payment to Wastewater Maintenance Department, 909 East Sprague Avenue, Spokane, Washington 99202. **Payment will be made via direct deposit/ACH** within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

5. TAXES, FEES AND LICENSES.

- A. Consultant shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Consultant's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

6. CITY OF SPOKANE BUSINESS LICENSE.

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Consultant shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Contractor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

7. REIMBURSABLES

If reimbursables under this Agreement are to be included, they are considered part of the maximum amount not to exceed (above), and require the Consultant's submittal of appropriate documentation and actual itemized receipts, the following limitations apply.

- A. City will reimburse the Consultant at actual cost for expenditures that are pre-approved by the City in writing and are necessary and directly applicable to the work required by this Agreement provided that similar direct project costs related to the contracts of other clients are consistently accounted for in a like manner. Such direct project costs may not be charged as part of overhead expenses or include a markup. Other direct charges may include, but are not limited to the following types of items: travel, printing, cell phone, supplies, materials, computer charges, and fees of subconsultants.
- B. The billing for third party direct expenses specifically identifiable with this project shall be an itemized listing of the charges supported by copies of the original bills, invoices, expense accounts, subconsultant paid invoices, and other supporting documents used by the Consultant to generate invoice(s) to the City. The original supporting documents shall be available to the City for inspection upon request. All charges must be necessary for the services provided under this Agreement.
- C. The City will reimburse the actual cost for travel expenses incurred as evidenced by copies of receipts (excluding meals) supporting such travel expenses, and in accordance with the City of Spokane Travel Policy, details of which can be provided upon request.
- D. **Airfare:** Airfare will be reimbursed at the actual cost of the airline ticket. The City will reimburse for Economy or Coach Fare only. Receipts detailing each airfare are required.
- E. **Meals:** Meals will be reimbursed at the Federal Per Diem daily meal rate (*excluding the "Incidental" portion of the published CONUS Federal M&I Rate*) for the city in which the

work is performed. *Receipts are not required as documentation.* The invoice shall state "the meals are being billed at the Federal Per Diem daily meal rate", and shall detail how many of each meal is being billed (e.g. the number of breakfasts, lunches, and dinners). The City will not reimburse for alcohol at any time.

- F. **Lodging:** Lodging will be reimbursed at actual cost incurred up to a maximum of the published General Services Administration (GSA) Index for the city in which the work is performed (*the current maximum allowed reimbursement amount can be provided upon request*). Receipts detailing each day / night lodging are required. The City will not reimburse for ancillary expenses charged to the room (e.g. movies, laundry, mini bar, refreshment center, fitness center, sundry items, etc.)
- G. **Vehicle mileage:** Vehicle mileage will be reimbursed at the Federal Internal Revenue Service Standard Business Mileage Rate in affect at the time the mileage expense is incurred (currently that rate for 2016 is 54 cents per mile.) Please note: payment for mileage for long distances traveled will not be more than an equivalent trip round-trip airfare of a common carrier for a coach or economy class ticket.
- H. **Rental Car:** Rental car expenses will be reimbursed at the actual cost of the rental. Rental car receipts are required for all rental car expenses. The City will reimburse for a standard car of a mid-size class or less. The City will not reimburse for ancillary expenses charged to the car rental (e.g. GPS unit).
- I. **Miscellaneous Travel** (e.g. parking, rental car gas, taxi, shuttle, toll fees, ferry fees, etc.): Miscellaneous travel expenses will be reimbursed at the actual cost incurred. Receipts are required for each expense of \$10.00 or more.
- J. **Miscellaneous other business expenses** (e.g. printing, photo development, binding): Other miscellaneous business expenses will be reimbursed at the actual cost incurred and may not include a mark up. Receipts are required for all miscellaneous expenses that are billed.

Subconsultant: Subconsultant expenses will be reimbursed at the actual cost incurred and may not include a mark up. Copies of all Subconsultant invoices that are rebilled to the City are required.

8. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Consultant agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

9. INDEMNIFICATION.

The Consultant shall indemnify and hold the City and the State and their officers and employees harmless from all claims, demands, or suits at law or equity, including but not limited to attorney's fees and litigation costs asserted by third parties for bodily injury (including death) and/or property damage which arise from the Consultant's negligence or willful misconduct under this Agreement; provided that nothing herein shall require a Consultant to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the conduct of the City, its agents, officers and employees and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the Consultant's agents or employees and (b) the City, its agents, officers and employees, this indemnity provision with

respect to (1) claims or suits based upon such negligence, (2) the costs to the City of defending such claims and suits, etc.; shall be valid and enforceable only to the extent of the negligence of the Consultant, its agents or employees. The Consultant specifically assumes potential liability for actions brought by the Consultant's own employees against the City and, solely for the purpose of this indemnification and defense, the Consultant specifically waives any immunity under the state industrial insurance law, or Title 51 RCW. The Consultant recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnification provided for in this section shall survive any termination or expiration of this Agreement.

The parties agree that the City is fully responsible for its own negligence, and for its material breaches of this Agreement. It is not the intent of this Section to limit this understanding.

10. INSURANCE.

During the period of the Agreement, the Consultant shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to RCW 48:

A. **Worker's Compensation Insurance** in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;

B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,500,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Consultant's services to be provided under this Agreement;

i. Acceptable **supplementary Umbrella insurance** coverage combined with Company's General Liability insurance policy must be a minimum of \$1,500,000, in order to meet the insurance coverage limits required in this Agreement; and

C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.

D. **Professional Liability Insurance** with a combined single limit of not less than \$1,000,000 each claim, incident or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this Agreement. The coverage must remain in effect for at least two (2) years after the Agreement is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Consultant or its insurer(s) to the City. As evidence of the insurance coverages required by this Agreement, the Consultant shall furnish acceptable insurance certificates to the City at the time it returns the signed Agreement. The certificate shall specify all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

11. AUDIT.

The Consultant and its sub-consultants shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The Consultant and its sub-consultants shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

12. INDEPENDENT CONSULTANT.

The Consultant is an independent Consultant. This Agreement does not intend the Consultant to act as a City employee. The City has neither direct nor immediate control over the Consultant nor the right to control the manner or means by which the Consultant works. Neither the Consultant nor any Consultant employee shall be an employee of the City. This Agreement prohibits the Consultant to act as an agent or legal representative of the City. The Consultant is not granted express or implied rights or authority to assume or create any obligation or responsibility for or in the name of the City, or to bind the City. The City is not liable for or obligated to pay sick leave, vacation pay, or any other benefit of employment, nor to pay social security or other tax that may arise from employment. The Consultant shall pay all income and other taxes as due.

13. KEY PERSONS.

The Consultant shall not transfer or reassign any individual designated in this Agreement as essential to the Work, nor shall those key persons, or employees of Consultant identified as to be involved in the Project Work be replaced, removed or withdrawn from the Work without the express written consent of the City, which shall not be unreasonably withheld. If any such individual leaves the Consultant's employment, the Consultant shall present to the City one or more individuals with greater or equal qualifications as a replacement, subject to the City's approval, which shall not be unreasonably withheld. The City's approval does not release the Consultant from its obligations under this Agreement.

14. ASSIGNMENT AND SUBCONTRACTING.

The Consultant shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Consultant shall incorporate by reference this Agreement, except as otherwise provided. The Consultant shall ensure that all subconsultants comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the consultant from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

15. TERMINATION.

Either party may terminate this Agreement, with or without cause, by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the Consultant for all work previously authorized and performed prior to the termination date.

16. STANDARD OF PERFORMANCE.

The standard of performance applicable to Consultant's services will be the degree of skill and diligence normally employed by professional consultants performing the same or similar services at the time the services under this Agreement are performed.

17. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Consultant shall be safeguarded by the Consultant. The Consultant

shall make such data, documents and files available to the City upon the City's request. If the City's use of the Consultant's records or data is not related to this project, it shall be without liability or legal exposure to the Consultant.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

18. ANTI KICK-BACK.

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.

19. MISCELLANEOUS PROVISIONS.

- A. **Amendments/Modifications:** This Agreement may be modified by the City in writing when necessary, and no modification or Amendment of this Agreement shall be effective unless signed by an authorized representative of each of the parties hereto.
- B. The Consultant, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Consultant shall comply with the requirements of this Section.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.
- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Consultant after the time the same shall have become due nor payment to the Consultant for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Consultant. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Agreement by having legally-binding representatives affix their signatures below.

VARELA & ASSOCIATES, INC.

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Type or Print Name

Title

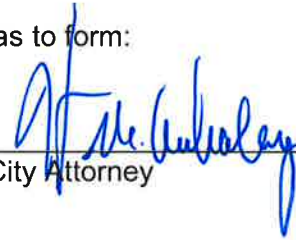
Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney



Attachments that are part of this Agreement:

Exhibit A – Consultant's General Scope of Work for the City's Indian Trail Drainage Study

**ATTACHMENT 1 to Engineering Agreement
Scope of Project, Scope of Services, Compensation, Schedule, Authorization to Proceed**

**City of Spokane
2016 Indian Trail Stormwater Study**

1. SCOPE OF PROJECT

On May 21, 2016, there was a large precipitation event that resulted in extensive flooding and severe erosion at a number of locations in the Indian Trail area. This project seeks to determine if the existing drainage systems were designed to meet the conveyance and flow control requirements for the 10-year design storm, to identify possible causes of the flooding through field observations and hydraulic modeling, and to provide options for preventing, moderating, or mitigating damage due to future stormwater events.

2. SCOPE OF SERVICES

The scope includes four specific locations identified by the City of Spokane where stormwater damage occurred during the 5/21/16 storm. The deliverables will include a technical memorandum (TM) for each location. Each TM will include background information, technical and modeling calculations, results and general recommendations to prevent, moderate, or mitigate the flooding at each location.

The four specific locations selected for evaluation are at Marjorie Street, Comanche Drive, Acoma Street and Kitsap Avenue as shown on **Figures 1 thru 4**. These four areas can provide a template for evaluation of other areas if the City chooses to add more areas to the Scope. The scope of evaluation and hydraulic modeling is limited to basins directly contributing stormwater to the affected areas, as shown on the figures. The Scope does not currently include modeling of the entire Indian Trail drainage system.

Consultant services are as follows:

1. Project Administration
 - a. Includes project setup, coordination, general communications, and invoicing.
2. Review Background Information/Field Observation
 - a. Review City provided information related to the 5/21/16 storm event and subsequent flooding.
 - b. Gather storm information from the NOAA weather service at Spokane.
 - c. Field observation of drainage features (drywells, bio-swales, curb cuts) within contributing drainage areas and verification of the information on the City provided Record Drawings. The Scope assumes that no field elevation survey work will be needed.
 - d. Field observation of runoff areas damaged in 5/21/16 storm, if permission can be granted from the property owners. The Scope assumes City Staff will facilitate property owner meetings.
 - e. Meet with City Staff to review initial findings and discuss data gaps.
3. Hydrological and hydraulic modeling of drainage system at each location
 - a. Modeling of each drainage area will be based on City provided 2-foot contours, Record Drawings of the road and drainage systems, with gaps interpolated using the field observation included with Task 1.
 - b. Modeling will be done with Autodesk Storm and Sanitary Analysis, a SWMM based program. If the City prefers another modeling program we can discuss using an alternative model.

- c. The model will be run using the water quality storm (6-month frequency), the ten-year storm (since inlet capacities are commonly designed for the ten-year storm), the eastern Washington short storm (summer thunder storm), and the May 21, 2016 storm event if rainfall data is available.
 - d. This task does not include pre-design level modeling of specific mitigation alternatives.
4. Prepare Technical Memorandums (TM) for each basin.
 - a. A TM will be prepared for each location. The TM will include a description of the reason and purpose for the work, a description of the field observations, modeling results, the probable cause of the flooding, and general recommendations to address future flooding.
5. Present Results to City
 - a. A draft memorandum will be reviewed with the City. After review and comment, final memorandums will be prepared, stamped and signed by the engineer in responsible charge of the project.

Exhibit 1 provides an estimate of the number of hours and fee for each task.

Additional services not included, that can be added, are as follows:

- Meet with homeowners along with City staff, to discuss analysis results and potential solutions to flooding issues.
- Detailed pre-design modeling and evaluation of specific improvements for each location.
- Evaluation of other areas impacted by the May 21, 2016 storm event.
- Expanded hydraulic modeling to cover entire Indian Trail Basin.

City will provide:

- Relevant information regarding the storm event and property impacts (complete).
- As-built engineering drawings, if available.
- ACAD/GIS layers for City drainage system including piping, curb inlets, drywells, and swales.
- Digital elevation models for the area as a DEM or contour lines (DEM is preferred).
- Rain gauge information in the Indian Trail or 5-Mile area if available.
- Survey crew if needed. The current scope assumes field elevation survey will not be needed.

3. COMPENSATION

All tasks will be performed on a Time and Expenses (T&E) basis in accordance with the **Attachment 2 Time and Expenses Schedule**. The estimates shown are good faith estimates of the work and level of effort appropriate for each task. The sum of the respective T&E estimates shown for tasks for which the City authorizes Engineer to proceed shall not be exceeded without authorization from the City. The fee summary for the project is shown below.

Task Name	Fee Type(1)	Fee
1. Project Administration	T&E	\$1,620
2. Review Background Information/Field Observation	T&E	\$6,610
3. Hydrological and Hydraulic Modeling	T&E	\$21,440
4. Prepare Technical Memorandum	T&E	\$24,710
5. Present Findings to City	T&E	\$1,610
Total Estimated Fee		\$55,990

(1) T & E = Time and Expenses; LS = Lump Sum (fixed cost)

4. SCHEDULE

City of Spokane Staff indicated that project results are desired by early March 2017. The following schedule is proposed:

<u>Task</u>	<u>Due Date</u>
Execution of Engineering Agreement, Authorization to Proceed	December 5, 2016
Task 1 Review Background Information /Field Observation.	December 16, 2016
Task 2 Hydrological and Hydraulic Modeling	January 31, 2016
Task 3 Prepare Technical Memorandums	February 24, 1017
Task 4 Present Results to City	March 1, 2017

The preceding schedule assumes field work and data collection is not impeded by winter weather; Engineer will inform City if winter weather impacts the preceding schedule.

5. AUTHORIZATION TO PROCEED

Execution of this Agreement shall authorize Engineer to proceed with the work described on Attachment 1, "Scope of Project, Scope of Services, Compensation, Schedule, and Authorization to Proceed".

Exhibit 1									
2016 Indian Trail Stormwater Study									
Engineering Scope and Fee Worksheet									
				FEE ESTIMATE WORKSHEET					11/11/16
				Principal	Engineer	Tech.	Project Assistant	Direct Exp	
Maximum hourly rate per category (see T & E Schedule for actual rates)				\$140	\$120	\$85	\$75	\$1	TOTAL
145-07-01	Project Administration								
	Project Setup/Invoicing (3 months)				6		12		\$ 1,620
145-07-02	Review Background Information/Field Investigation								
	(for Marjorie, Acoma, Comanche & Kitsap project locations)								
	Review background documents provided by City				8	4			\$ 1,300
	Field Investigation				16	20			\$ 3,620
	(Assumes 2 man crew, 2 days)								
	Process and Map field data					12			\$ 1,020
	Initial City Review Meeting			2	2				\$ 520
	Expenses (mileage, misc.)							\$150	\$ 150
	Total Hours			2	26	36	0	\$150	
	Estimated Cost								\$ 6,610
145-07-03	Hydrologic/Hydraulic Modeling								
	Marjorie Model			4	40				\$ 5,360
	Acoma Model			4	40				\$ 5,360
	Kitsap Model			4	40				\$ 5,360
	Comanche Model			4	40				\$ 5,360
	Misc expenses (mileage, misc)								\$ -
	Total Hours			16	160	0	0	\$0	
	Estimated Task Cost								\$ 21,440
145-07-04	Prepare Technical Memorandums								
	Marjorie Technical Memo				40		4		\$ 5,100
	Acoma Technical Memo				40		4		\$ 5,100
	Kitsap Technical Memo				40		4		\$ 5,100
	Comanche Technical Memo				40		4		\$ 5,100
	Internal Review			16	16				\$ 4,160
	Misc expenses (mileage, misc)							\$150	\$ 150
	Totals			16	176	0	16	\$150	
	Estimated Task Cost								\$ 24,710
145-07-05	Present Results								
	(Meeting with City to discuss findings & recommendations)								
	Meeting with City			6	6				\$ 1,560
	Misc expenses (mileage, printing, & misc)							\$50	\$ 50
	Total Hours			6	6	0	0	\$50	
	Estimated Task Cost								\$ 1,610
	Design Phase Total Hours			40	374	36	28	350	
	Design Phase Total Cost								\$ 55,990



LEGEND:

GIS CONTOUR

PRELIMINARY STUDY BOUNDARY

LOCATION OF REPORTED FLOODING

DWG. NO.



SCALE: AS SHOWN
 DESIGNED: JDD
 DRAWN: JDD
 CHECKED: JDD
 APPROVED: JDD
 PROJ. NO.: 145-07
 DATE: OCT. 2016

VARELA AND ASSOCIATES, INC.
 ENGINEERING AND MANAGEMENT

CITY OF SPOKANE
 INDIAN TRAIL STORMWATER
FIGURE 1
 MARJORIE STREET

**ATTACHMENT 2
TIME AND EXPENSES SCHEDULE**

PROFESSIONAL SERVICES

Principal	\$130.00-\$150.00 per hour
Engineer ⁽¹⁾	\$80.00-\$125.00 per hour
Engineering Technician ⁽¹⁾	\$50.00-\$85.00 per hour
Project Assistant ⁽¹⁾	\$40.00-\$75.00 per hour
Funding & Environmental Specialist ⁽¹⁾	\$60.00-\$75.00 per hour

⁽¹⁾ Hourly rates will generally be based upon a total multiplier of 3.15 x salary. Hourly rates and multiplier shown above may be revised for work done after Dec 31, 2016.

REIMBURSABLE EXPENSES

The following items of direct project expense will be invoiced as follows:

1. Automobile travel at the current allowable Federal mileage rate
2. Travel, meals, lodging expenses as incurred (or per diem if specified).

The following items of direct project expense will be invoiced at direct cost plus three percent (3%):

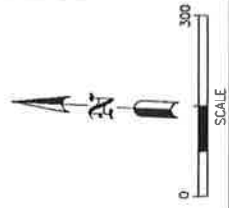
3. Long distance telephone calls and cell phone
4. Shipping costs for samples, equipment, documents, or other items as required
5. Materials or other expendable items expended in the course of the work
6. Rentals, fees, permits or other charges for special services or special equipment necessary for the work.
7. Outside services utilized for the work, including subconsultants and outside reproduction of drawings, documents, reports or specifications



IMAGE SOURCE: GOOGLE EARTH PRO

LEGEND:

- GIS CONTOUR
- - - PRELIMINARY STUDY BOUNDARY
- LOCATION OF REPORTED FLOODING



DWG_NO

SCALE: AS SHOWN
DESIGNED: JDD
DRAWN: JDD
CHECKED: JDD
APPROVED: JDD
PROJ. NO.: 145-07
DATE: OCT 2016

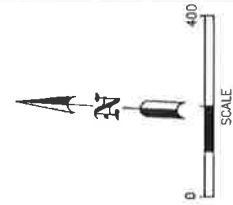
VARELA AND ASSOCIATES, INC.
ENGINEERING AND MANAGEMENT

CITY OF SPOKANE
INDIAN TRAIL STORMWATER
FIGURE 2
NORTH ACOMA DRIVE



LEGEND:

- GIS CONTOUR
- PRELIMINARY STUDY BOUNDARY
- LOCATION OF REPORTED FLOODING



DWG_NO

SCALE:
AS SHOWN
DESIGNED:
DRAWN:
CHECKED:
APPROVED:
PROJ. NO.:
DATE:

VARELA AND ASSOCIATES, INC.
ENGINEERING AND MANAGEMENT

CITY OF SPOKANE
INDIAN TRAIL STORMWATER

FIGURE 3
KITSAP DRIVE

14507_Fig 4-Comanche Dr



LEGEND:

GIS CONTOUR

PRELIMINARY STUDY BOUNDARY

LOCATION OF REPORTED FLOODING

SCALE:
DESIGNED:
DRAWN:
CHECKED:
APPROVED:
PROJ. NO.:
DATE:

AS SHOWN
DESIGNED
JDD

145-07
OCT 2016

VARELA AND ASSOCIATES, INC.
ENGINEERING AND MANAGEMENT

CITY OF SPOKANE
INDIAN TRAIL STORMWATER

FIGURE 4
COMANCHE DRIVE

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2016-0959
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	CR17467000

Submitting Dept

HOUSING & HUMAN SERVICES

Contact Name/Phone

DAVID LEWIS 625-6051

Contact E-Mail

DGLEWIS@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

1680 - ECCOVIA SOLUTIONS SOFTWARE SUBSCRIPTION CONTRACT

Agenda Wording

The CHHS Department seeks approval to enter into a five year contract with Eccovia Solutions for the subscription to ClientTrack software. This software is the database that supports the City's Homeless Management Information System (HMIS).

Summary (Background)

The HMIS database is currently relied upon by over 240 case workers and 23 agencies that provide services to our most vulnerable citizens. It serves as the primary source of data used in strategic planning and coordination of efforts in the ongoing work to end homelessness in the region. It is also important to note that most funders, including federal and state, require the use of the HMIS to track project performance; thus, the operation of an HMIS is required in order to receive grant funds.

Fiscal ImpactBudget Account

Expense \$ 198,918

1540-53513-65410-54820-99999

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil Notifications**Dept Head**

KINDER, DAWN

Study Session

CHE - 12/5/16

Division Director

MALLAHAN, JONATHAN

Other**Finance**

KECK, KATHLEEN

Distribution List**Legal**

WHALEY, HUNT

sscheidegger

For the Mayor

SANDERS, THERESA

kkeen

Additional Approvals**Purchasing**

BRIEFING PAPER
City of Spokane, City Council
Homeless Management Information System – Vendor Contract
November 29th, 2016

Subject

The City of Spokane Homeless Management Information System (HMIS) - this contract will ensure the continuation of the region's Homeless Management Information System.

Background

The HMIS database is currently relied upon by over 240 case workers and 23 different agencies that provide services to our most vulnerable citizens. It serves as the primary source of data used in strategic planning and the coordination of efforts in the ongoing work to end homelessness in the region. It is also important to note that most funders, including federal and state, require the use of the HMIS to track project performance; thus, the operation of an HMIS is required in order to receive funding.

The cost for the software subscription for the five year term is \$198,918. The attached draft contract contains the detailed rate schedule for each year.

Impact:

Approval of the contract will allow for the continued operation of the HMIS and the work that is dependent upon its continued operation within the community and the CHHS Department.

Action:

Recommend that City Council approve a new contract with the current HMIS software Vendor, Eccovia Solutions.



City of Spokane
PERSONAL SERVICES AGREEMENT

Title: **CLIENTTRACK SUBSCRIPTION
AGREEMENT**

This Agreement is made and entered into by and between the City of Spokane as ("City"), a Washington municipal corporation, and ECCOVIA, INC., whose address is 545 East 4500 South, Suite E260, Salt Lake City, Utah 84107 as ("Consultant").

-- NOW, THEREFORE, in consideration of the terms, conditions, covenants and performance of the Scope of Work contained herein, the City and Consultant mutually agree as follows:

1. TERM OF AGREEMENT.

The initial year of the Agreement shall commence on December 1, 2016, and run through November 30, 2017, unless terminated earlier under the provisions. Upon satisfactory completion of the initial first year Term, this Agreement may be renewed at the sole discretion and initiation of the City for four (4) successive one (1) year Terms thereafter, with the total Term under this Agreement not to exceed a maximum of five (5) years.

2. TIME OF BEGINNING AND COMPLETION.

The Consultant shall begin the work outlined in the "Scope of Work" ("Work") on the beginning date, above. The City will acknowledge in writing when the Work is complete. Time limits established under this Agreement shall not be extended because of delays for which the Consultant is responsible, but may be extended by the City, in writing, for the City's convenience or conditions beyond the Consultant's control.

3. SCOPE OF WORK.

The General Scope of Work for this Agreement is described in Exhibit A, which is attached to and made a part of this Agreement. In the event of a conflict or discrepancy in the Agreement documents, this City Consultant Agreement controls.

The Consultant shall provide the following services for the City:

The Consultant will provide the City with a non-exclusive license to use of the application server, software set and support services, solely for the purpose of access and execution of the City's subscription to the ClientTrack software application delivered as a Service over the Internet.

The Work is subject to City review and approval. The Consultant shall confer with the City periodically, and prepare and present information and materials (e.g. detailed outline of completed Work) requested by the City to determine the adequacy of the Work or Consultant's progress.

4. COMPENSATION / PAYMENT.

Total compensation for Consultant's services under this Agreement shall be a maximum amount not to exceed **ONE HUNDRED NINETY EIGHT THOUSAND NINE HUNDRED EIGHTEEN AND NO/100 DOLLARS (\$198,918.00)**, unless modified by a written amendment to this Agreement. This is the maximum amount to be paid under this Agreement for the work described in Section 3 above, and shall not be exceeded without the prior written authorization of the City in the form of an executed amendment to this Agreement.

The Company shall submit its applications for payment to Community, Housing and Human Services Department - HMIS, 808 West Spokane Falls Boulevard – 6th Floor, Spokane, Washington 99201.

Payment will be made via direct deposit/ACH within thirty (30) days after receipt of the Company's application except as provided by state law. If the City objects to all or any portion of the invoice, it shall notify the Company and reserves the right to only pay that portion of the invoice not in dispute. In that event, the parties shall immediately make every effort to settle the disputed amount.

5. TAXES, FEES AND LICENSES.

- A. Consultant shall pay and maintain in current status, all necessary licenses, fees, assessments, permit charges, etc. necessary to conduct the work included under this Agreement. It is the Consultant's sole responsibility to monitor and determine changes or the enactment of any subsequent requirements for said fees, assessments, or changes and to immediately comply.
- B. The cost of any permits, licenses, fees, etc. arising as a result of the projects included in this Agreement shall be included in the project budgets.

6. CITY OF SPOKANE BUSINESS LICENSE.

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid annual business registration. The Consultant shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Contractor does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

7. REIMBURSABLES

If reimbursables under this Agreement are to be included, they are considered part of the maximum amount not to exceed (above), and require the Consultant's submittal of appropriate documentation and actual itemized receipts, the following limitations apply.

- A. City will reimburse the Consultant at actual cost for expenditures that are pre-approved by the City in writing and are necessary and directly applicable to the work required by this Agreement provided that similar direct project costs related to the contracts of other clients are consistently accounted for in a like manner. Such direct project costs may not be charged as part of overhead expenses or include a markup. Other direct charges may include, but are not limited to the following types of items: travel, printing, cell phone, supplies, materials, computer charges, and fees of subconsultants.
- B. The billing for third party direct expenses specifically identifiable with this project shall be an itemized listing of the charges supported by copies of the original bills, invoices, expense accounts, subconsultant paid invoices, and other supporting documents used by the Consultant to generate invoice(s) to the City. The original supporting documents shall be available to the City for inspection upon request. All charges must be necessary for the services provided under this Agreement.
- C. The City will reimburse the actual cost for travel expenses incurred as evidenced by copies of receipts (excluding meals) supporting such travel expenses, and in accordance with the City of Spokane Travel Policy, details of which can be provided upon request.
- D. **Airfare:** Airfare will be reimbursed at the actual cost of the airline ticket. The City will reimburse for Economy or Coach Fare only. Receipts detailing each airfare are required.
- E. **Meals:** Meals will be reimbursed at the Federal Per Diem daily meal rate (*excluding the "Incidental" portion of the published CONUS Federal M&I Rate*) for the city in which the work is performed. *Receipts are not required as documentation.* The invoice shall state "the meals are being billed at the Federal Per Diem daily meal rate", and shall detail how many of each meal is being billed (e.g. the number of breakfasts, lunches, and dinners). The City will not reimburse for alcohol at any time.
- F. **Lodging:** Lodging will be reimbursed at actual cost incurred up to a maximum of the published General Services Administration (GSA) Index for the city in which the work is performed (*the current maximum allowed reimbursement amount can be provided upon request*). Receipts detailing

each day / night lodging are required. The City will not reimburse for ancillary expenses charged to the room (e.g. movies, laundry, mini bar, refreshment center, fitness center, sundry items, etc.)

- G. **Vehicle mileage:** Vehicle mileage will be reimbursed at the Federal Internal Revenue Service Standard Business Mileage Rate in affect at the time the mileage expense is incurred (currently that rate for 2016 is 54 cents per mile.) Please note: payment for mileage for long distances traveled will not be more than an equivalent trip round-trip airfare of a common carrier for a coach or economy class ticket.
- H. **Rental Car:** Rental car expenses will be reimbursed at the actual cost of the rental. Rental car receipts are required for all rental car expenses. The City will reimburse for a standard car of a mid-size class or less. The City will not reimburse for ancillary expenses charged to the car rental (e.g. GPS unit).
- I. **Miscellaneous Travel** (e.g. parking, rental car gas, taxi, shuttle, toll fees, ferry fees, etc.): Miscellaneous travel expenses will be reimbursed at the actual cost incurred. Receipts are required for each expense of \$10.00 or more.
- J. **Miscellaneous other business expenses** (e.g. printing, photo development, binding): Other miscellaneous business expenses will be reimbursed at the actual cost incurred and may not include a mark up. Receipts are required for all miscellaneous expenses that are billed.

Subconsultant: Subconsultant expenses will be reimbursed at the actual cost incurred and may not include a mark up. Copies of all Subconsultant invoices that are rebilled to the City are required.

8. SOCIAL EQUITY REQUIREMENTS / NON-DISCRIMINATION.

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Agreement because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Consultant agrees to comply with, and to require that all subcontractors comply with, federal, state and local nondiscrimination laws, including but not limited to: the Civil Rights Act of 1964, the Rehabilitation Act of 1973, the Age Discrimination in Employment Act, and the American's With Disabilities Act, to the extent those laws are applicable.

9. INDEMNIFICATION.

The Consultant shall indemnify and hold the City and the State and their officers and employees harmless from all claims, demands, or suits at law or equity, including but not limited to attorney's fees and litigation costs asserted by third parties for bodily injury (including death) and/or property damage which arise from the Consultant's negligence or willful misconduct under this Agreement; provided that nothing herein shall require a Consultant to indemnify the City against and hold harmless the City from claims, demands or suits based solely upon the conduct of the City, its agents, officers and employees and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the Consultant's agents or employees and (b) the City, its agents, officers and employees, this indemnity provision with respect to (1) claims or suits based upon such negligence, (2) the costs to the City of defending such claims and suits, etc.; shall be valid and enforceable only to the extent of the negligence of the Consultant, its agents or employees. The Consultant specifically assumes potential liability for actions brought by the Consultant's own employees against the City and, solely for the purpose of this indemnification and defense, the Consultant specifically waives any immunity under the state industrial insurance law, or Title 51 RCW. The Consultant recognizes that this waiver was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. The indemnification provided for in this section shall survive any termination or expiration of this Agreement.

The parties agree that the City is fully responsible for its own negligence, and for its material breaches of this Agreement. It is not the intent of this Section to limit this understanding.

10. INSURANCE.

During the period of the Agreement, the Consultant shall maintain in force at its own expense, each insurance noted below with companies or through sources approved by the State Insurance Commissioner pursuant to RCW 48:

- A. **Worker's Compensation Insurance** in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000;
- B. **General Liability Insurance** on an occurrence basis, with a combined single limit of not less than \$1,500,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for the indemnity provided under this agreement. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Consultant's services to be provided under this Agreement;
 - i. Acceptable **supplementary Umbrella insurance** coverage combined with Company's General Liability insurance policy must be a minimum of \$1,500,000, in order to meet the insurance coverage limits required in this Agreement; and
- C. **Automobile Liability Insurance** with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles.
- D. **Professional Liability Insurance** with a combined single limit of not less than \$1,000,000 each claim, incident or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this Agreement. The coverage must remain in effect for at least two (2) years after the Agreement is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the insurance coverage(s) without sixty (60) days written notice from the Consultant or its insurer(s) to the City. As evidence of the insurance coverages required by this Agreement, the Consultant shall furnish acceptable insurance certificates to the City at the time it returns the signed Agreement. The certificate shall specify all of the parties who are additional insureds, and include applicable policy endorsements, the sixty (60) day cancellation clause, and the deduction or retention level. The Consultant shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

11. AUDIT.

The Consultant and its sub-consultants shall maintain for a minimum of three (3) years following final payment all records related to its performance of the Agreement. The Consultant and its sub-consultants shall provide access to authorized City representatives, at reasonable times and in a reasonable manner to inspect and copy any such record. In the event of conflict between this provision and related auditing provisions required under federal law applicable to the Agreement, the federal law shall prevail.

12. INDEPENDENT CONSULTANT.

The Consultant is an independent Consultant. This Agreement does not intend the Consultant to act as a City employee. The City has neither direct nor immediate control over the Consultant nor the right to control the manner or means by which the Consultant works. Neither the Consultant nor any Consultant employee shall be an employee of the City. This Agreement prohibits the Consultant to act as an agent or legal representative of the City. The Consultant is not granted express or implied rights or authority to assume or create any obligation or responsibility for or in the name of the City, or to bind the City. The City is not liable for or obligated to pay sick leave, vacation pay, or any other benefit of employment, nor to pay social security or other tax that may arise from employment. The Consultant shall pay all income and other taxes as due.

13. KEY PERSONS.

The Consultant shall not transfer or reassign any individual designated in this Agreement as essential to the Work, nor shall those key persons, or employees of Consultant identified as to be involved in the

Project Work be replaced, removed or withdrawn from the Work without the express written consent of the City, which shall not be unreasonably withheld. If any such individual leaves the Consultant's employment, the Consultant shall present to the City one or more individuals with greater or equal qualifications as a replacement, subject to the City's approval, which shall not be unreasonably withheld. The City's approval does not release the Consultant from its obligations under this Agreement.

14. ASSIGNMENT AND SUBCONTRACTING.

The Consultant shall not assign or subcontract its obligations under this Agreement without the City's written consent, which may be granted or withheld in the City's sole discretion. Any subcontract made by the Consultant shall incorporate by reference this Agreement, except as otherwise provided. The Consultant shall ensure that all subconsultants comply with the obligations and requirements of the subcontract. The City's consent to any assignment or subcontract does not release the consultant from liability or any obligation within this Agreement, whether before or after City consent, assignment or subcontract.

15. TERMINATION.

Either party may terminate this Agreement, with or without cause, by sixty (60) days written notice to the other party. In the event of such termination, the City shall pay the Consultant for all work previously authorized and performed prior to the termination date.

16. STANDARD OF PERFORMANCE.

The standard of performance applicable to Consultant's services will be the degree of skill and diligence normally employed by professional consultants performing the same or similar services at the time the services under this Agreement are performed.

17. OWNERSHIP AND USE OF RECORDS AND DOCUMENTS.

Original documents, drawings, designs, reports, or any other records developed or created under this Agreement shall belong to and become the property of the City. All records submitted by the City to the Consultant shall be safeguarded by the Consultant. The Consultant shall make such data, documents and files available to the City upon the City's request. If the City's use of the Consultant's records or data is not related to this project, it shall be without liability or legal exposure to the Consultant.

Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act* [PRA]) all materials received or created by the City of Spokane are **public records** and are available to the public for viewing via the City Clerk's Records (online) or a valid Public Records Request (PRR).

18. ANTI KICK-BACK.

No officer or employee of the City of Spokane, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.

19. MISCELLANEOUS PROVISIONS.

- A. **Amendments/Modifications:** This Agreement may be modified by the City in writing when necessary, and no modification or Amendment of this Agreement shall be effective unless signed by an authorized representative of each of the parties hereto.
- B. The Consultant, at no expense to the City, shall comply with all laws of the United States and Washington, the Charter and ordinances of the City of Spokane; and rules, regulations, orders and directives of their administrative agencies and officers. Without limiting the generality of this paragraph, the Consultant shall comply with the requirements of this Section.
- C. This Agreement shall be construed and interpreted under the laws of Washington. The venue of any action brought shall be in a court of competent jurisdiction, located in Spokane County, Washington.
- D. **Captions:** The titles of sections or subsections are for convenience only and do not define or limit the contents.

- E. **Severability:** If any term or provision is determined by a court of competent jurisdiction to be invalid or unenforceable, the remainder of this Agreement shall not be affected, and each term and provision shall be valid and enforceable to the fullest extent permitted by law.
- F. **Waiver:** No covenant, term or condition or the breach shall be deemed waived, except by written consent of the party against whom the waiver is claimed, and any waiver of the breach of any covenant, term or condition shall not be deemed a waiver of any preceding or succeeding breach of the same or any other covenant, term of condition. Neither the acceptance by the City of any performance by the Consultant after the time the same shall have become due nor payment to the Consultant for any portion of the Work shall constitute a waiver by the City of the breach or default of any covenant, term or condition unless otherwise expressly agreed to by the City in writing.
- G. **Entire Agreement:** This document along with any exhibits and all attachments, and subsequently issued addenda, comprises the entire agreement between the City and the Consultant. If conflict occurs between Agreement documents and applicable laws, codes, ordinances or regulations, the most stringent or legally binding requirement shall govern and be considered a part of this Agreement to afford the City the maximum benefits.
- H. **No personal liability:** No officer, agent or authorized employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Agreement by having legally-binding representatives affix their signatures below.

ECCOVIA, INC.

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Type or Print Name

Title

Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Attachments that are part of this Agreement:

Exhibit A – Consultant's Software as a Service Subscription Agreement

Exhibit A



ClientTrack™ Software License & Software as a Service (SaaS) Subscription Agreement [Concurrent Users]

Organization Name: City of Spokane

THIS AGREEMENT, made this 10/25/2016 by and between EccoVia, Inc. ("the Company"), a Utah corporation, having a principal place of business at 545 East 4500 South, Suite E260, Salt Lake City, Utah 84107 and **City of Spokane** ("Licensee"), with a principal place of business at **808 W. Spokane Falls Blvd Spokane, WA 99201**; and sets forth the terms and conditions of a ClientTrack™ Software as a Service (SaaS) subscription. This Agreement shall be effective as of 12/1/2016 (the "Effective Date").

Definitions

Software License: A software license authorizes Licensee to access and run ClientTrack™ baseline application software (the "System"). This license additionally authorizes connection between a ClientTrack application instance and up to two (2) databases.

Licensee: One who is duly authorized to access the System.

Active User: A named end-user of a ClientTrack System that has current login privileges. An Active User account (seat) cannot be shared or used by more than one individual Active User but may be reassigned from time to time to new Active Users who are replacing former Active Users who have terminated employment or otherwise changed job status or function and no longer use the System.

Inactive User: A named end-user of the the System that DOES NOT have current login privileges. An Inactive User may be maintained in the System for historical and data integrity reasons.

Concurrent Users: A term used to define the maximum number of Active Users allowed to login simultaneously at any given time. The concurrent user population can be made up of any number of Active Users.

User Access License: A kind of software license that allows end-users and their workstations to connect to specific System software instance.

Effective Date: The date from which all the contractual rights and obligations begin and from which date renewal dates are calculated.

Term of Agreement

The term of this Agreement shall begin on the Effective Date and continue for sixty (60) consecutive months. Thereafter, this Agreement shall automatically renew for successive one year periods on the anniversary date of the Effective Date ("Anniversary Date") unless either party gives the other party not fewer than thirty (30) days' notice of its intent not to renew, or unless terminated by either party in accordance with this Agreement.

Grant of SaaS Subscription and Limited Use Software License

Licensee must acquire a number of User Access Licenses ("UALs") equivalent to the number of contracted Concurrent Users defined in this Agreement. Each UAL acquired by Licensee may be used only in conjunction with the Licensee's properly licensed ClientTrack software.

The Company hereby grants and Licensee hereby accepts, a limited, non-exclusive Software License for the ClientTrack baseline application software and a non-exclusive license for Licensee's Active Users to use the ClientTrack software provided Licensee complies with all terms and conditions of this Agreement and the Software as a Service (SaaS)

Subscription Terms & Conditions, made a part of this Agreement as Exhibit B.

The Company reserves the right to modify the Software as a Service (SaaS) Subscription Terms & Conditions (attached as Exhibit B) terms and conditions of this Agreement or its policies relating to the use of the System at any time, effective upon written notice as provided in this Agreement; any continued use of the System after any such changes shall constitute your consent to such changes.

This license shall immediately terminate and be null and void upon termination or upon Licensee's violation of this Agreement.

Price and Payment Terms

Licensee agrees to make prompt payment to the Company upon receipt of a properly completed invoice. Licensee shall bear all applicable federal, state, municipal and other government taxes (such as sales, use and similar taxes), and similar charges, however designated or levied. Tax Exemption certificates, if applicable, must be presented prior to invoice if they are to be honored. The Company shall only bill the Licensee for services specifically stated in this Agreement or otherwise approved in writing in advance by the Licensee.

The Licensee shall pay the Company, the Software License fee, Concurrent User subscription fees as specified in ClientTrack SaaS Pricing Table, made part of this Agreement as Exhibit A.

Monthly SaaS Concurrent User Subscription Fees are due and payable in advance on a quarterly basis.

Licensors reserves the right to increase the SaaS Concurrent User License Subscription fees by 5% annually as outlined in Exhibit A.

Number of Concurrent User Access Licenses:

SaaS Concurrent User Subscription fees for the initial twelve (12) months of the initial term of this Agreement are included in the ClientTrack Baseline Software License. During subsequent months of this Agreement the number of Concurrent User Subscription fees billed under this contract shall be for no less than Twenty- Five (25) Concurrent Users. Additional Concurrent Users may be added by the Company when requested by an authorized representative of the Licensee in writing.

No Rental/No Commercial Hosting

You may not rent, lease, lend, or provide commercial hosting services with the System.

Software Ownership



The ClientTrack Software System is owned by EccoVia, Inc. and is licensed to Licensee not sold. All rights not specifically granted in this Agreement, including Federal and International Copyrights, are reserved by EccoVia, Inc.

Software Limited Warranty

The Company warrants to Licensee, that the System will operate substantially in accordance with the most current release of the System baseline software for the term of this Agreement. This warranty is void if failure of the software has resulted from accident, abuse, or misapplication.

EXCEPT AS EXPRESSLY SET FORTH HEREIN, THE SOFTWARE IS PROVIDED "AS IS,"; THE COMPANY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND NONINFRINGEMENT WITH RESPECT TO THE SOFTWARE AND DOCUMENTATION. THIS LIMITED WARRANTY GIVES YOU SPECIFIC LEGAL RIGHTS: YOU MAY HAVE OTHER RIGHTS, WHICH VARY FROM STATE TO STATE.

Limitation of Liability

NOTWITHSTANDING ANYTHING ELSE IN THIS AGREEMENT OR OTHERWISE, THE COMPANY SHALL IN NO EVENT BE LIABLE WITH RESPECT TO ANY SUBJECT MATTER OF THIS AGREEMENT UNDER ANY CONTRACT, TORT (INCLUDING NEGLIGENCE AND STRICT LIABILITY), INDEMNITY OR OTHER LEGAL, CONTRACTUAL OR EQUITABLE THEORY FOR: (i) ANY INDIRECT, SPECIAL, PUNITIVE, INCIDENTAL OR CONSEQUENTIAL DAMAGES, HOWEVER CAUSED AND WHETHER OR NOT ADVISED IN ADVANCE OF THE POSSIBILITY OF SUCH DAMAGES; OR (ii) DAMAGES FOR LOST PROFITS OR LOST DATA; OR (iii) COST OF PROCUREMENT OF SUBSTITUTE GOODS, TECHNOLOGY OR SERVICES.

Non-Payment and Suspension

In addition to any other rights granted to the Company herein, the Company reserves the right to suspend or terminate this Agreement and Licensee's access to the System if Licensee has not made payment with forty-five (45) days of when payment of an invoice was due (falls into arrears). Delinquent invoices (accounts in arrears) are subject to interest of 1.5% per month on any outstanding balance, or the maximum permitted by law, whichever is less, plus all expenses of collection. You will continue to be charged for Concurrent User Subscription fees during any period of suspension. If Licensee or the Company initiates termination of this Agreement, Licensee will be obligated to pay the balance due on Licensee's account to the end of the current Agreement term, or any renewal term.

The Company reserves the right to impose a reconnection fee in the event you are suspended and thereafter request access to the Service. You agree and acknowledge that the Company has no obligation to retain Licensee Data or Configuration AND Licensee Data and

Configuration may be irretrievably deleted if Licensee's account is ninety (90) days or more delinquent.

Termination

Either party may terminate this Agreement or reduce the number of licenses, effective only upon the expiration of the then current term, by notifying the other party in writing at least thirty (30) business days prior to the expiration date of the then current.

In the event this Agreement is terminated (other than by reason of your breach), the Company will make available to Licensee a file of the Licensee Data within thirty (30) days of termination if Licensee so requests at the time of termination. Licensee agrees and acknowledges that the Company has no obligation to retain the Licensee Data, and may delete such Licensee Data, more than thirty (30) days after termination.

Any breach of your payment obligations or unauthorized use of the System will be deemed a material breach of this Agreement. The Company in its sole discretion may terminate your password, account or use of the System if you breach or otherwise fail to comply with this Agreement.

In any dispute arising out of the Company's duties and obligations under this Agreement, the Company and Licensee shall take all reasonable steps to resolve such disputes prior to the initiation of formal action. Such steps shall include, but are not limited to, written notification by either party to the other of any perceived failure to perform under this Agreement and a reasonable time period of not less than thirty (30) days, for cure. In the event a mutually acceptable resolution cannot be reached, either party may terminate this Agreement by providing thirty (30) days written notice to the other at the party's last known address.

In the event that any dispute shall require arbitration or other legal proceedings between the parties regarding this Agreement each party agrees to bear its own cost.

Access by the Company

Licensee hereby grants the Company the right to access its data solely for analytical purposes. Any such data accessed shall be de-identified or otherwise have no characteristics that can provide identification of the underlying client records.

General

This Agreement and the parties here to agree and consent that this Agreement shall be governed by the internal laws of the State of Utah, without giving effect to principles of conflict of laws and the exclusive jurisdiction and venue of the state courts sitting in Salt Lake County, Utah or the federal courts in the District of Utah to resolve any disputes arising under this Agreement. In each case this software license and Agreement shall be construed and enforced without regard to the United Nations Convention on the International Sale of Goods.

This Agreement and the Exhibits attached hereto contain the complete agreement between the parties with respect to the subject matter hereof,



and supersede all prior or contemporaneous agreements or understandings, whether oral or written. The failure or delay of the Company to exercise any of its rights under this Agreement or upon any breach of this Agreement shall not be deemed a waiver of those rights or of the breach. No EccoVia or ClientTrack dealer, agent or employee is authorized to make any amendment to this Agreement unless such amendment is in writing and signed by a duly authorized representative of the Company.

If any provision of this Agreement shall be held by a court of competent jurisdiction to be contrary to law that provision will be enforced to the

maximum extent permissible and the remaining provisions of this Agreement will remain in full force and effect.

ClientTrack™ and other trademarks contained in the System are trademarks or registered trademarks of EccoVia, Inc. in the United States and/or other countries. Licensee may not remove or alter any trademark, trade names, product names, logo, copyright or other proprietary notices, legends, symbols or labels in the System. This Agreement does not authorize you to use the Company's or its licensors' names or any of their respective trademarks.

IN WITNESS WHEREOF, the authorized representatives of the parties have executed this agreement on the day and year written below:

Executed this _____ day of _____, 20____.

EccoVia, Inc.

Signature: _____

Print Name: _____

Title: _____

Licensee Signature: _____

Print Name: _____

Title: _____

City of Spokane

Exhibit A - Pricing Summary and Scope of Work

Schedules based upon contract effective begin date of 12/1/2016.

Scope and deliverables are related to proposal revision number 2

The pricing quoted on this contract will expire by 11/12/2017 if not signed and returned to Eccovia, Inc. by this date.

Recurring Licenses and Services							
	Qty	Rate	Year 1	Year 2	Year 3	Year 4	Year 5
Recurring Licenses							
¹ Hosted- Concurrent User License (Beginning December, 2016 and ending November, 2017)	25.0	\$120.00	\$36,000.00	\$0.00	\$0.00	\$0.00	\$0.00
² Hosted- Concurrent User License (Beginning December, 2017 and ending November, 2018)	25.0	\$126.00	\$0.00	\$37,800.00	\$0.00	\$0.00	\$0.00
³ Hosted- Concurrent User License (Beginning December, 2018 and ending November, 2019)	25.0	\$132.30	\$0.00	\$0.00	\$39,690.00	\$0.00	\$0.00
⁴ Hosted- Concurrent User License (Beginning December, 2019 and ending November, 2020)	25.0	\$138.91	\$0.00	\$0.00	\$0.00	\$41,673.00	\$0.00
⁵ Hosted- Concurrent User License (Beginning December, 2020 and ending November, 2021)	25.0	\$145.85	\$0.00	\$0.00	\$0.00	\$0.00	\$43,755.00
Sub Total			\$36,000.00	\$37,800.00	\$39,690.00	\$41,673.00	\$43,755.00

Recurring Licenses and Services

The following descriptions include licenses and/or services that provide ongoing value with your solution.

Hosted- Concurrent User License

A Concurrent User License includes authorization for a single person to access the ClientTrack solution at a single point in time. License fees include secure and reliable hosting, software updates and maintenance, and professional support.

Exhibit B

Software as a Service (SaaS) Subscription Terms & Conditions

Services

The Company will provide, subject to the terms herein, the Licensee with a non-exclusive license to use the ClientTrack™ software application, software set forth in this Agreement (collectively, the "System"), solely for the purpose of access and execution of Licensee's subscription to the System delivered as Software as a Service over the Internet.

The Company alone (and its licensors, where applicable) owns all right, title and interest, including all related Intellectual Property Rights, in and to ClientTrack™ and associated products, technology, the System and any suggestions, ideas, enhancement requests, feedback, recommendations or other information provided by Licensee or any other party relating to the System. This Agreement is not a sale and does not convey to Licensee any rights of ownership in or related to the System, ClientTrack™ or the Intellectual Property Rights owned by the Company.

Licensee will have access to the System for the purpose of using the System for its intended purpose and in accordance with the specifications set forth in any documentation relating to the System provided by the Company. Such use and access will be continuous on a twenty-four (24) hour basis except for interruptions by reasons of maintenance or downtime beyond the Company's reasonable control as outlined the Service Level Agreement.

All standard features and functions of the ClientTrack Baseline application software will be available to Licensee as part of the monthly Concurrent User fees.

The Company will provide up to 10 Gigabytes (GB) of storage space on the application server for Licensee to use for storage of data necessary for use of the System. If Licensee's use exceeds the base storage space allotted, Licensee will be responsible to pay for additional data storage fee at the Company's prevailing rate; incremental fees will be calculated on the average monthly storage overage and invoiced quarterly.

Databases smaller than 1 Gigabyte can be exported through the Application's "Export Whole Database" feature. The exportation of databases larger than 1 Gigabyte must be performed by Licensor's professional staff with Licensee being charged for associated time and material.

The Company will maintain the System during the term of this Agreement. In the event System has been modified or customized, and the Company personnel performed those modifications, the Company agrees to maintain the System as modified. The cost of regular application maintenance (break/fix) is included in the Concurrent User Fees. Software support beyond regular application

maintenance may be billable to Licensee at the Company's prevailing Professional Services rates.

The Company reserves the right to modify the System from time to time; provided that Licensee may terminate this Agreement without penalty within sixty (60) days following any such change to the System that has a material adverse affect on the functionality of the System, if the Company fails to correct the adverse effect in the sixty (60) days following Licensee's written notification to the Company of such effect.

The Company, its affiliates or subcontractors may perform some or all of the Company's duties and/or obligations hereunder.

Licensee Responsibilities

Licensee must obtain from the Company a sufficient number of valid User Access Licenses sufficient for the number of authorized Concurrent Users to use the System.

Licensee will use the System only for its internal business operations and will not permit the System to be used by or for the benefit of anyone other than Licensee.

Licensee will not have the right to re-license or sell rights to access and/or use the System or to transfer or assign rights to access or use the System, except as expressly provided herein.

Licensee may not modify, translate, reverse engineer, decompile or create derivative works based upon the System. Licensee agrees to use the System in a manner that complies with all applicable laws including intellectual property and copyright laws. The Company expressly reserves all rights not expressly granted to Licensee herein.

Licensee shall not (i) license, sublicense, sell, resell, transfer, assign, distribute or otherwise commercially exploit or make available to any third party the System in any way; (ii) modify or make derivative works based upon the System; (iii) create Internet "links" to the System or "frame" or "mirror" any content on any other server or wireless or Internet-based device; or (iv) reverse engineer or access the System in order to (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of the System, or (c) copy any ideas, features, functions or graphics of the System.

Licensee shall not: (i) send spam or otherwise duplicative or unsolicited messages in violation of applicable laws; (ii) send or store infringing, obscene, threatening, libelous, or otherwise unlawful or tortious material, including material harmful to children or violative of third party privacy rights; (iii) send or store material containing software viruses, worms, Trojan horses or other harmful

computer code, files, scripts, agents or programs; (iv) interfere with or disrupt the integrity or performance of the System or the data contained therein; or (v) attempt to gain unauthorized access to the System or its related systems or networks.

Licensee will not: (i) transmit or share identification or password codes to persons other than authorized users (ii) permit the identification or password codes to be cached in proxy servers and accessed by individuals who are not authorized users, or (iii) permit access to the System through a single identification or password code being made available to multiple users on a network.

Licensee will be responsible to provide, install, and maintain all workstations equipment and operating system and other software to establish and utilize a supported World Wide Web browser; as well Licensee is responsible for establishing and maintaining an Internet connection necessary to access and use the System. Licensee is responsible for all costs and fees (including, but not limited to telephone service, or other telecommunications service, computers and modems) associated with such providing user workstations and Internet services. The Company recommends a broadband Internet connection typically this is a minimum connection method/speed of a DSL Internet line. The Company does not recommend using a dial-up modem as an Internet connectivity method in the use of the System.

USE OF THE SYSTEM MAY BE SUBJECT TO LIMITATIONS, DELAYS, AND OTHER PROBLEMS INHERENT IN THE USE OF THE INTERNET AND ELECTRONIC COMMUNICATIONS. THE COMPANY IS NOT RESPONSIBLE FOR ANY DELAYS, DELIVERY FAILURES, OR OTHER DAMAGE RESULTING FROM SUCH PROBLEMS.

As part of the registration process for the System, each Licensee user will be given a password. Licensee will be responsible for maintaining the confidentiality of any password used to access the System. Licensee will be fully responsible for any and all activities that occur under Licensee's account and passwords.

Data Ownership; Confidentiality; Loss

All data created or transmitted by Licensee and stored on the Company servers as part of using the System shall at all times be owned by Licensee.

All data pertaining to Licensee disclosed to the Company in connection with the performance of this Agreement and residing on the Company's application server will be held as confidential by the Company and will not, without the prior written consent of Licensee, be disclosed or be used for any purposes other than the performance of this Agreement. The Company will safeguard the

confidentiality of such data using the same standard of care that the Company uses for its own confidential materials. This obligation does not apply to data that: (i) is or becomes, through no act or failure to act on the part of the Company, generally known or available; (ii) is known by the Company at the time of receiving such information as evidenced by its written records; (iii) is hereafter furnished to the Company by a third party, as a matter of right and without restriction on disclosure; (iv) is independently developed by the Company as evidenced by its written and dated records and without any breach of this Agreement; or (v) is the subject of a written permission to disclose provided by Licensee. Further notwithstanding the foregoing, disclosure of data will not be precluded if such disclosure: (i) is in response to a valid order of a court or other governmental body of the United States; (ii) is otherwise required by law; or (iii) is otherwise necessary to establish rights or enforce obligations under this Agreement, but only to the extent that any such disclosure is necessary.

Licensee acknowledges that the ClientTrack and other data on the Company's application server embodies logic, design and coding methodology that constitute valuable confidential information that is proprietary to the Company. Licensee will safeguard the right to access the System and other applications installed on the Company's application server using the same standard of care that Licensee uses for its own confidential materials.

The Company will perform a regular backup of System data on its application servers, using the same standard of care that the Company uses for its own data, but the Company shall in no event be liable to Licensee or any third party for loss, destruction or corruption of Licensee Data. Licensee agrees and acknowledges that it is in a better position to foresee and evaluate any potential damage or loss it may suffer in connection with loss of Licensee Data and that the fees payable under this Agreement have been calculated on the basis that the Company shall exclude liability as provided in this Section.

The Company specifically recommends that Licensee make use of the ClientTrack Application's "Export Whole Database" feature to ensure that the Licensee maintains a viable copy of Licensee's data

to meet Licensee's Disaster Recovery / Business Continuity requirements.

Service Levels

Except as otherwise provided herein, the Company will use commercially reasonable efforts to make the System available in accordance with prevailing Software as a Service / Application Service Provider industry standards, taking into account the Licensee's workstations and the speed of their Internet connection to access and use the System.

The Company will use commercially reasonable efforts under the circumstances to remedy any interruptions, omissions, mistakes, accidents or errors in the System (hereinafter "Defects") and substantially restore the System to conform to specifications included in the current Licensee/Company contract documents and current System documentation.

Technical Support

Licensee acknowledges that, except as expressly provided in this Section, all support for the System shall be provided as defined by the Company pursuant to current Licensee/Company contract and related support documents and prevailing Company business practice. The Company shall provide support to Licensee only with respect to access and availability of the System maintained by the Company pursuant to this Agreement ("System Support"). System Support shall be available via telephone and email during the hours of 7:00 a.m. to 6:00 p.m., Mountain Time, Monday through Friday, excluding federal holidays.

System Support after the provided hours may be provided by the Company, on an emergency basis, by Company personnel made available during these hours. Additional support fees may apply.

Licensee acknowledges that issues outside the normal scope of the Company's standard technical support may be billable to the Licensee as professional services at the Company's prevailing professional services time and material rates; however, the Company will not perform nor bill for

such services without prior approval in writing by the Licensee.

Term and Termination

This Agreement commences on the effective date and shall continue until the Licensee formally terminates this agreement under the terms herein or as provided in the current Licensee/the Company contract.

Limitation of Damages

The Company exercises no control over and accepts no responsibility for the content of the information passing through the System. The Company specifically denies any responsibility for the accuracy or quality of information obtained through the System. Use of any information obtained via the System is at Licensee's own risk.

EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, IN NO EVENT SHALL EITHER PARTY OR ANY OF THE COMPANY'S SUPPLIERS OR LICENSORS BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, SPECIAL, PUNITIVE, OR INCIDENTAL DAMAGES OF ANY KIND (INCLUDING, BUT NOT LIMITED TO, LOSS OF USE, INTERRUPTION OF BUSINESS, LOST PROFITS, LOST REVENUE, OR LOST DATA), NOR SHALL THE COMPANY'S SUPPLIERS OR LICENSORS BE LIABLE FOR DIRECT DAMAGES TO THE EXTENT PERMITTED BY APPLICABLE LAW.

Force Majeure

The Company shall not be deemed to be in default of any provision of this Agreement or be liable for any delay or failure in performance due to Force Majeure, which shall include without limitation acts of God, earthquake, weather conditions, labor disputes, changes in law, regulation or government policy, riots, war, fire, epidemics, acts or omissions of vendors or suppliers, equipment failures, transportation difficulties, malicious or criminal acts of third parties, or other occurrences which are beyond the Company's reasonable control.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

Date Rec'd

11/29/2016

Clerk's File #

OPR 2016-0960

Renews #Submitting DeptNEIGHBORHOOD SERVICES & CODE
ENFORCEMENTCross Ref #Contact Name/Phone

SUZANNE TRESKO 625-6529

Project #Contact E-Mail

STRESKO@SPOKANECITY.ORG

Bid #Agenda Item Type

Contract Item

Requisition #Agenda Item Name

1200 SPOKANE COUNTY DETENTION SERVICES CLCP MOU

Agenda Wording

Litter clean up on right of ways and public property including below railroad viaducts as part of a Community Litter Cleanup Program (CLCP) grant managed by Spokane County

Summary (Background)

Spokane County Detention Services will provide Geiger Corrections Center inmate crews for litter clean up services on right of ways and public property including below railroad viaducts as part of Community Litter Cleanup Program (CLCP) grant managed by Spokane County. Inmate supervision, labor, transportation and materials will be supplied by Spokane County Detention Services and paid for by their CLCP grant. Disposal shall be paid by Solid Waste Disposal up to 20,000lbs/2016 & 10,000lbs/2017.

Fiscal ImpactBudget Account

Expense \$ 1580.40

1200-58200-24600-54701-99999

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

TRAUTMAN, HEATHER

Study Session

CHE 12/5/2016

Division Director

MALLAHAN, JONATHAN

OtherFinance

KECK, KATHLEEN

Distribution ListLegal

WHALEY, HUNT

stresko@spokanecity.org

For the Mayor

SANDERS, THERESA

JRobison@spokanecounty.org

Additional Approvals

GVASQUEZ@spokanecounty.org

Purchasing

htrautman@spokanecity.org

cconklin@spokanecity.org

NO. **16 - 0424**

BEFORE THE BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

IN THE MATTER OF EXECUTING AN)
AGREEMENT BETWEEN THE CITY OF)
SPOKANE AND SPOKANE COUNTY)
DETENTION SERVICES, GEIGER)
CORRECTIONS CENTER)

RESOLUTION

WHEREAS, pursuant to the provisions of RCW 36.32.120(6), the Board of County Commissioners of Spokane County has the care of County property and the management of County funds and business; and

WHEREAS, chapter 39.34, RCW ("Interlocal Cooperation Act") authorizes counties and cities to contract with each other to perform certain functions which each may legally perform; and

WHEREAS, the City of Spokane desires to enter into an Interlocal Agreement with Spokane County Detention Services – Geiger Corrections Center; and

WHEREAS, the City of Spokane has a need for manual labor for litter clean up services on right of ways and public property, including railroad viaducts, as part of a Community Litter Cleanup Program grant.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Board of County Commissioners of Spokane County, that either the Chairman of the Board, or a majority of the Board, be and is hereby authorized to execute that document entitled "CONTRACT" pursuant to which, under certain terms and conditions, Geiger Corrections Center will provide inmate work crews to assist in litter cleanup. Such services and costs are further described in Attachment "A", attached hereto and incorporated herein.

PASSED AND ADOPTED this 31st day of May, 2016



ATTEST:

Ginna Vasquez
Ginna Vasquez, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

Shelly O'Quinn
SHELLY O'QUINN, CHAIR

Al French
AL FRENCH, VICE-CHAIR

ABSENT
NANCY MCLAUGHLIN, COMMISSIONER

City Clerk's No _____

MEMORANDUM OF UNDERSTANDING

THIS AGREEMENT is between the CITY OF SPOKANE, a Washington State municipal corporation, as "City", and SPOKANE COUNTY DETENTION SERVICES, GEIGER CORRECTIONS CENTER with offices at the Public Safety Building, 1100 West Mallon Avenue, Spokane, Washington 99260-0001, as "County", and jointly referred to as "Parties".

The Parties agree as follows:

SECTION NO. 1: PERFORMANCE

The Spokane County Detention Services Department, who operates the Geiger Corrections Center, will provide inmate work crews and supervisor from the Geiger Correction Center for litter clean up services on right of ways and public property, including railroad viaducts, as part of a Community Litter Cleanup Program grant.

- A. Provide an inmate work crew from the Geiger Correction Center, consisting of at least one (1) supervisor and inmates;
- C. Provide a van to transport correction crews to sites, and trailers for the transport of solid waste to disposal sites; and
- D. Transfer and dispose of up to twenty thousand (20,000) pounds of litter in 2016 and up to ten thousand (10,000) pounds of litter through June 30, 2017. Waste shall be transported to the nearest transfer station or the Waste to Energy Plant for weighing and disposal, which shall be paid by the City.

SECTION NO. 2: TERM

This Agreement shall commence January 1, 2016, and run through June 30, 2017, unless terminated earlier.

SECTION NO. 3: COMPLIANCE WITH LAWS

Each party shall comply with all applicable federal, state, and local laws and regulations.

SECTION NO. 4: ASSIGNMENTS

This Agreement is binding on the Parties, their heirs, successors, and assigns. Neither Party may assign, transfer or subcontract its interest, in whole or in part, without the other Party's prior written consent.

SECTION NO. 5: AMENDMENTS

This Agreement may be amended at any time by mutual written agreement.

SECTION NO. 6: ANTI-KICKBACK

No officer or employee of City, having the power or duty to perform an official act or action related to this Agreement shall have or acquire any interest in the Agreement, or have solicited, accepted or granted a present or future gift, favor, service or other thing of value from or to any person involved in this Agreement.

SECTION NO. 7: INDEMNIFICATION

- A. The County shall indemnify, defend and hold harmless the City, its officers and employees from all claims, demands, or suits in law or equity arising from the County's negligent acts, omissions or breach of its obligations under the Contract. The County duty to indemnify shall not apply to loss or liability caused by the intentional or negligent acts of the City, its officers and employees.
- B. The City shall indemnify, defend and hold harmless the County, its officers and employees from all claims, demands, or suits in law or equity arising from the City's intentional or negligent acts, or breach of its obligations under the Contract. The City's duty to indemnify shall not apply to loss or liability caused by the intentional or negligent acts of the County, its officers and employees.
- C. If the comparative negligence of the Parties and their officers and employees is a cause of such damage or injury, the liability, loss, costs, or expense shall be shared between the Parties in proportion to their relative degree of negligence and the right of indemnity shall apply to such proportion.
- D. Where an officer or employee of a Party is acting under the direction and control of the other Party, the Party directing and controlling the officer or employee in the activity and/or omission giving rise to liability, shall accept all liability for the other Party's officer or employee's negligence.
- E. Each Party's duty to indemnify shall survive the termination or expiration of the Agreement.

- F. Each Party waives, with respect to the other Parties only, its immunity under RCW Title 51, Industrial Insurance. The Parties have specifically negotiated this provision.

SECTION NO. 8: SEVERABILITY

In the event any provision of this Agreement should become invalid, the rest of the Agreement shall remain in full force and effect.

SECTION NO. 9: STANDARD OF PERFORMANCE

The silence or omission in the Agreement regarding any detail required for the proper performance of the work, means that the County shall perform the best general practice.

SECTION NO. 10: TERMINATION

Any party may terminate this Agreement by ten (10) days written notice to the other party. In the event of such termination, the City shall pay the County for all work previously authorized and performed prior to the termination date.

SECTION NO. 11: NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Contractor agrees to comply with, and to require that all subcontractors comply with, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Contractor.

SECTION NO. 12: INSURANCE

During the term of the Contract, the County shall maintain in force at its own expense the insurance coverage noted below:

The County's coverage for general, auto and professional liability is through the Washington Counties Risk Pool which is a joint insuring agreement:

In the event that an agency is a member of Washington Counties Risk Pool (WCRP), an additional insured endorsement for General Liability will not be required, and the member County's WCRP Memorandum of Liability Coverage (MLC), listing the City of Spokane as Certificate Holder, shall be used in place of a Certificate of Insurance for proof of liability coverage.

There shall be no cancellation, material change, reduction of limits or intent not to renew the County's WCRP MLC insurance coverage(s) without sixty (60) days written notice from the County or its insurer(s) to the City.

SECTION NO. 13: RELATIONSHIP OF THE PARTIES

The Parties intend that an independent contractor relationship will be created by this Agreement. The County shall be an independent contractor and not the agent or employee of the City, that the City is interested only in the results to be achieved and that the right to control the particular manner, method and means in which the Services are performed is solely within the discretion of the County. Any and all employees who provide Services to the City under this Agreement shall be deemed employees solely of the County. The County shall be solely responsible for the conduct and actions of all employees under this Agreement and any liability that may attach thereto. Likewise, no agent, employee, servant or representative of the City shall be deemed to be an employee, agent, servant or representative of the County for any purpose.

SECTION NO. 14: NOTICES

All notices called for or provided for in this Agreement shall be in writing and must be served on the Parties either personally or by certified mail, return-receipt requested, sent to the Parties at their respective addresses herein provided. Notices sent by certified mail shall be deemed served when deposited in the United States mail, postage prepaid.

SECTION NO. 15: VENUE STIPULATION

This Agreement has been and shall be construed as having been made and delivered within the State of Washington and it is mutually understood and agreed upon by each Party, that this Agreement shall be governed by the laws of the State of Washington, both as to interpretation and performance. Any action at law, suit in equity or judicial proceeding for the enforcement of this Agreement, or any provision hereto, shall be instituted only in courts of competent jurisdiction within Spokane County, Washington.

SECTION NO. 16: DISCLAIMER

Except as otherwise provided, this Agreement shall not be construed in any manner limiting either Party's authority or powers under law.

SECTION NO. 17: HEADINGS

The section and subsection headings appearing in this Agreement have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to, define, limit or extend the scope or intent of the sections to which they pertain.

SECTION NO. 18: ALL WRITINGS CONTAINED HEREIN

This Agreement contains all the terms and conditions agreed upon by the Parties. No other understandings, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or to bind any of the Parties. Parties have read and understand the whole of the above Agreement, and now state that no representations, promises or agreements not expressed in this Agreement have been made to induce either Party to execute the same.

SECTION NO. 19: COUNTERPARTS

This Agreement may be executed in any number of multiple signed originals, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.

SECTION NO. 20: TIME OF ESSENCE FOR THIS AGREEMENT

Time is of the essence pertaining to this Agreement and in this case where any Party fails to perform the obligations on its part at the time fixed for the performance of the respective obligation by the terms of this Agreement, the affected Party may, at its election, hold the causing Party liable for all costs and damages flowing or stemming from by such delay.

ADOPTED by the Board of County Commissioners of Spokane County, Washington this 31st day of May 2016.



ATTEST:

GINNA VASQUEZ
GINNA VASQUEZ, Clerk of the Board

BOARD OF COUNTY COMMISSIONERS
OF SPOKANE COUNTY, WASHINGTON

SHELLY O'QUINN
SHELLY O'QUINN, CHAIR

AL FRENCH
AL FRENCH, VICE-CHAIR

ABSENT

NANCY MCLAUGHLIN, COMMISSIONER

16-0424

Dated: _____

CITY OF SPOKANE

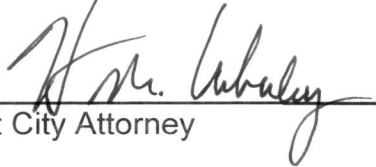
By: _____

Title: _____

Attest:

Approved as to form:

City Clerk



Assistant City Attorney

16-064

General Contract	I-90 Contract	CLCP Grant
General pre-approved labor on public right of way or public land outside of I-90, or pre-approved general labor tasks on private property.	I-90 Corridor Only, Maple to Division, from sidewalks on south to alleys on north of viaduct	Public right of way and public land only (may include same ROW areas as the I-90 or General contract)
Graffiti removal and painting on public private or railroad viaducts (preapproved and task specific)	Litter pick up	Railroad viaduct litter clean up
Community clean up events on public or private properties (Litter pick up, sweeping, wash down)	Graffiti on designated I-90 viaduct, pillars, walls, parking areas, and other infrastructure	City-designated roadside litter routes
Landscape maintenance (storm swales, planting, weeding, mowing, mulch removal or installation)	No landscape mowing or weeding	Illegal Dumps on the ROW (task specific, pre-approved)
		Transient camp solid waste clean up on public property (task specific, pre-approved)
Disposal acct name – <u>General Contract</u> account (Pd by NBS)	Disposal acct name - <u>Under Freeway Account</u> (Pd by Asset Mgt)	Disposal acct name – <u>Litter Control – Special</u> (LC-SPEC) (Pd by SWDD 20,000T/12-2016; 10,000T/6-2017)
WTE acct # 131921 (disposal)	WTE acct #131221 (disposal)	SWDD acct #3052 (disposal)

BRIEFING PAPER
Community, Health and Environment Committee
Office of Neighborhood Services-Code Enforcement
December 5, 2016

Subject

A Memorandum of Understanding (MOU) with Spokane County Detention Services to pick up litter from right of ways and public properties including below railroad viaducts, as part of a Community Litter Cleanup Program (CLCP) grant managed by Spokane County.

Background

Spokane County successfully applied for a Washington State Department of Ecology CLCP grant which pays for supervision, equipment, and labor for inmate crews involved in public right of way and public property litter clean up. The grant runs for 18 months through June 2017. The MOU outlines the scope of work for the tasks:

- Spokane County will provide a supervised inmate crew from the Geiger Correction Center, a van to transport the corrections crew to the work sites, and a trailer for transport of solid waste to the disposal facility;
- The City, through the Solid Waste Disposal department, will pay for up to 20,000 pounds of disposal in 2016 and up to 10,000 pounds of disposal in June 2017 for solid waste collected within the MOU's scope.

Impact

The Spokane County Detention Services crew provides an effective means for the City to maintain regular litter pick up in high visibility areas of the City such as the downtown railroad viaducts.

Action

Approve the contract when it comes to Council by December 12, 2016.

Funding

All inmate supervision, labor, transportation, and materials are supplied by Spokane County Detention Services and paid for by their CLCP grant. The City's Solid Waste Disposal department has agreed to pay for up to 20,000 pounds of disposal in 2016, and up to 10,000 tons of disposal through June 2017, the termination date of the CLCP grant.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2016-0961
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	N/A

Submitting Dept

HOUSING & HUMAN SERVICES

Contact Name/Phone

DAWN KINDER 625-6055

Contact E-Mail

DKINDER@SPOKANECITY.ORG

Agenda Item Type

Contract Item

Agenda Item Name

1680 - 2017 CHHS NOFA RECOMMENDED ALLOCATIONS

Agenda Wording

Approve funding recommendations from the CHHS Board for the project applications submitted for the 2017 grant year and authorize CHHS to enter into contracts with funders and awarded organizations (see attached).

Summary (Background)

The CHHS Department issued the annual notice of funding availability in August 2016 for the 2017 grant year. The applications went through a multi-tiered review process resulting in the attached funding recommendations by the CHHS Board. Funding sources for the recommended awards include Consolidated Homeless Grant funds (CHG), Emergency Solutions Grant funds (ESG), Homeless Housing Assistance Act funds (HHAA), Human Services Grant funds (HSG), and Community Development Block Grant funds (CDBG).

Fiscal ImpactBudget Account

Select \$ #

Select \$ #

Select \$ #

Select \$ #

ApprovalsCouncil NotificationsDept Head

KINDER, DAWN

Study Session

CHE - 12/5/16

Division Director

MALLAHAN, JONATHAN

OtherFinance

KECK, KATHLEEN

Distribution ListLegal

WHALEY, HUNT

sscheidegger

For the Mayor

SANDERS, THERESA

Additional ApprovalsPurchasing

BRIEFING PAPER
City of Spokane, City Council
CHHS 2017 Notice of Funding Availability—Recommended Allocations
November 30th, 2016

Subject

The CHHS Board recommends allocations to multiple projects (see attached) that applied for funding under the CHHS 2017 Notice of Funding Availability (NOFA).

Background

The CHHS 2017 NOFA combined federal, state, and local funding sources into a single grant opportunity. Sources of funds included Community Development Block Grant (CDBG), Emergency Solutions Grant (ESG), Consolidated Homeless Grant (CHG), Housing and Essential Needs (HEN), Homeless Housing Assistance Act (HHAA), and Human Service Grant (HSG). The NOFA made funds available for 10 project types including Economic Development, Capital, Public Services, Emergency Shelters, Transitional Housing, Rental Assistance for Homeless Households, Support Services for Permanent Housing, Coordinated Assessment, Diversion, and Housing and Essential Needs (HEN). The NOFA specified that successful project applications would demonstrate alignment with the *City of Spokane Consolidated Plan for Community Development 2015-2020* and/or the *2015-2020 Strategic Plan to End Homelessness in Spokane, Washington*.

Panels for each project type were convened to review and score submitted project applications. These panels consisted of CHHS Board Committee members and other community members with expertise in the applicable subject areas. CHHS staff performed risk assessments for each applicant agency and also reviewed and scored each project application. Summarized scores and risk assessment results were then provided to the panels and to the CHHS Board Evaluation and Review Committee to inform the process of arriving at funding recommendations.

The CHHS Board Evaluation and Review Committee approved the funding recommendations on 11/16/16, and the full CHHS Board will vote to approve the recommendations on 12/7/16.

\$250,000 in CDBG funds are allocated annually to Community Centers for operations support, outside of the CHHS NOFA process.

An additional \$636,000 in CDBG funds are intended to fund projects recommended by neighborhoods (recommendations not yet finalized).

Impact:

Approval of the recommendations will fund 55 new and existing projects that serve households experiencing homelessness, provide essential services to vulnerable households, or that benefit low and moderate income persons.

Action:

The CHHS Board asks that City Council approve its funding recommendations as detailed in the attached table and allow CHHS to contract with funded agencies. Projects funded as Emergency Shelter, Transitional Housing, Rental Assistance for Homeless Households, Support Services for Permanent Housing, Coordinated Assessment, Diversion or HEN will have a two-year period of performance from 7/1/17-6/30/19 to align with anticipated funding cycles from state and federal funders of homeless services.

CHHS 2017 NOTICE OF FUNDING AVAILABILITY - RECOMMENDED ALLOCATIONS
Project Type: Public Service (approx. \$839,000 available)

Organization	Project Name	Requested Funding	Recommended Allocation
CHAS	Dental Voucher Program	\$ 55,539.00	\$ 40,000.00
GSC Meals on Wheels	Senior Meals	\$ 70,000.00	\$ 50,400.00
INW Assoc. Gen. Contractors Apprenticeship	Headstart to the Construction Trades	\$ 77,700.00	\$ 60,000.00
Lutheran Community Services Northwest	SAFeT Advocacy and Prevention	\$ 89,154.00	\$ 80,000.00
NW Fair Housing Alliance	2017 & 2018 Inland Northwest Fair Housing Conferences	\$ 36,157.75	\$ 17,526.00
Partners w/ Families & Children	Children's Advocacy Center Child and Family Services Coordination	\$ 59,356.00	\$ 55,000.00
Project Hope	Riverfront Farm	\$ 30,000.00	\$ 30,000.00
Second Harvest	Services to City Outlets and Agencies	\$ 105,000.00	\$ 87,074.00
Spokane Neighborhood Action Partners (SNAP)	Homeownership Program	\$ 90,000.00	\$ 70,000.00
Spokane Neighborhood Action Partners (SNAP)	Spokane Ride To Care	\$ 46,000.00	\$ 46,000.00
Transitions	New Leaf Bakery Café	\$ 58,000.00	\$ 50,000.00
Transitions	Women's Hearth	\$ 35,000.00	\$ 30,000.00
Transitions	EduCare	\$ 68,000.00	\$ 68,000.00
Transitions	Miryam's House Alum Program	\$ 26,305.00	\$ 25,000.00
West Central Community Dev. Association	West Central Community Center Youth Program	\$ 30,000.00	\$ 30,000.00
Women & Children's Free Restaurant	Expanding Access to Essential Nutrition in Spokane	\$ 50,000.00	\$ 50,000.00
YWCA	Economic Empowerment Advocacy for Survivors of Domestic Violence	\$ 56,464.00	\$ 50,000.00
Center for Justice	Legal Housing Assistance	\$ 55,000.00	\$ -
East Central Community Organization	Operations	\$ 86,500.00	\$ -
Frontier Behavioral Health	Care Cars	\$ 25,000.00	\$ -
Fulcrum	Business Round Table Employment Acquisition Program	\$ 48,000.00	\$ -
Northeast Community Center Association	Operations	\$ 119,550.00	\$ -
Our Place Community Ministries	Food Bank Meal Coordination	\$ 48,542.00	\$ -
Refugee Connections	Access to Justice Legal Clinic for Refugees & Immigrants	\$ 25,145.00	\$ -
Shalom Ministries	Pathways Expansion	\$ 60,000.00	\$ -
Spokane Area Workforce Development Council	Improving First Impressions	\$ 24,988.00	\$ -
Spokane Housing Ventures	Permanent Supportive Housing	\$ 64,000.00	\$ -
Southwest Spokane Community Center	Operations	\$ 65,000.00	\$ -
Terrain Programs	Window Dressing	\$ 46,500.00	\$ -
The Guardians Foundation	Changing Veterans' Lives	\$ 134,000.00	\$ -
West Central Community Dev. Association	Operations	\$ 95,000.00	\$ -
TOTAL		\$ 1,879,900.75	\$ 839,000.00

Project Type: Public Service - Alcohol Tax Funds (approx. \$20,080 available)

Organization	Project Name	Requested Funding	Recommended Allocation
YFA Connections	Adult Treatment Services - STEPPS Program	\$ 20,080.00	\$ 20,080.00
TOTAL		\$ 20,080.00	\$ 20,080.00

Project Type: Capital Projects (approx. \$700,000 available)

Organization	Project Name	Requested Funding	Recommended Allocation
Corbin Senior Activity Center	Safety and Security for Low to Moderate Income Seniors	\$ 55,000.00	\$ 55,000.00
Martin Luther King Jr. Family Outreach Center	MLK New Facility Project	\$ 50,000.00	\$ 50,000.00
Sinto Senior Activity Center	Sinto Senior Activity Center Renovation	\$ 80,000.00	\$ 80,000.00
Spokane Neighborhood Action Partners (SNAP)	Collins Apartments Capital Improvements	\$ 56,850.00	\$ 56,850.00
Transitions	Transitions Hemlock Street Improvements	\$ 205,350.00	\$ 205,350.00
Transitions	Transitions Women's Hearth Roof Project	\$ 46,000.00	\$ 46,000.00
West Central Community Dev. Association	West Central Community Center: Newton Room Renovation	\$ 26,251.00	\$ 26,251.00
Women & Children's Free Restaurant	Nutrition Essentials Demonstration Kitchen	\$ 94,255.00	\$ 94,255.00
Spokane Public Library	24/7 Library	\$ 100,000.00	\$ -
TOTAL		\$ 713,706.00	\$ 613,706.00

Project Type: Emergency Shelter (approx. \$737,949 available)

Organization	Project Name	Requested Funding	Recommended Allocation
Catholic Charities	St. Margaret's Shelter	\$ 79,500.00	\$ 63,600.00
Catholic Charities	House of Charity	\$ 231,061.60	\$ 127,025.00
Salvation Army	Family Shelter	\$ 50,000.00	\$ 30,000.00
Transitions	Women's Hearth Shelter	\$ 95,000.00	\$ 76,000.00
Volunteers of America	Hope House	\$ 239,783.50	\$ 157,316.00
Volunteers of America	Crosswalk	\$ 134,634.00	\$ 89,429.00
YWCA	DV Shelter	\$ 294,817.00	\$ 194,579.00
TOTAL		\$ 1,124,796.10	\$ 737,949.00

Project Type: Transitional Housing (approx. \$520,905 available)			
Organization	Project Name	Requested Funding	Recommended Allocation
Catholic Charities	St. Margaret's Shelter TH	\$ 92,010.00	\$ 73,608.00
Salvation Army	Stepping Stones	\$ 73,000.00	\$ 36,500.00
SNAP	Youth TH with VOA	\$ 24,400.00	\$ 19,520.00
Transitions	Miryam's House	\$ 136,000.00	\$ 89,985.00
Transitions	TLC	\$ 195,347.00	\$ 124,592.00
Volunteers of America	Alexandria's House	\$ 131,653.00	\$ 98,070.00
Volunteers of America	Youth TH with SNAP	\$ 115,633.00	\$ 78,630.00
TOTAL		\$ 768,043.00	\$ 520,905.00

Project Type: Permanent Supportive Housing (approx. \$928,947 available)			
Organization	Project Name	Requested Funding	Recommended Allocation
Catholic Charities	House of Charity PSH	\$ 389,494.60	\$ 224,069.00
Catholic Charities	St. Margaret's PSH	\$ 75,470.00	\$ 43,486.00
Transitions	Home and Family Assistance Program	\$ 107,700.00	\$ 78,667.00
Transitions	SS for Single Women	\$ 141,900.00	\$ 32,000.00
Volunteers of America	VOA PSH Program	\$ 897,625.00	\$ 550,725.00
Pioneer Human Services	PHS PSH	\$ 41,040.00	\$ -
Transitions	Cottages	\$ 33,077.00	\$ -
TOTAL		\$ 1,686,306.60	\$ 928,947.00

Project Type: Rapid Re-Housing (approx. \$993,413 available)			
Organization	Project Name	Requested Funding	Recommended Allocation
Catholic Charities	RRH for Families	\$ 546,380.00	\$ 546,379.00
SNAP	RRH for Singles	\$ 447,035.00	\$ 447,034.00
TOTAL		\$ 993,415.00	\$ 993,413.00

Project Type: Coordinated Assessment (approx. \$195,339 available)			
Organization	Project Name	Requested Funding	Recommended Allocation
Catholic Charities	HFCA	\$ 105,339.00	\$ 105,339.00
SNAP	SHCA	\$ 90,000.00	\$ 90,000.00
TOTAL		\$ 195,339.00	\$ 195,339.00

Project Type: Diversion (approx. \$212,000 available)			
Organization	Project Name	Requested Funding	Recommended Allocation
Catholic Charities	SMS Diversion	\$ 212,000.00	\$ 212,000.00
TOTAL		\$ 212,000.00	\$ 212,000.00

Project Type: Housing and Essential Needs (approx. \$3,267,747 available)			
Organization	Project Name	Requested Funding	Recommended Allocation
Goodwill	HEN	\$ 3,267,474.00	\$ 3,267,474.00
TOTAL		\$ 3,267,474.00	\$ 3,267,474.00

CDBG FUNDING NOT INCLUDED IN THE CHHS 2017 NOFA			
Project Type: Public Service - Community Centers (approx. \$250,000 available)			
Organization	Project Name	Allocation	
East Central Community Organization	Operations	\$	60,000.00
Northeast Community Center Association	Operations	\$	80,000.00
Southwest Spokane Community Center	Operations	\$	20,000.00
West Central Community Dev. Association	Operations	\$	90,000.00
TOTAL		\$	250,000.00

Projects Recommended for Funding by Neighborhoods* (approx. \$636,000 available)			
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*Recommendations not yet finalized

**Agenda Sheet for City Council Meeting of:**

12/12/2016

Date Rec'd

11/30/2016

Clerk's File #

OPR 2011-0537

Renews #Submitting Dept

ACCOUNTING

Cross Ref #Contact Name/Phone

KIM BUSTOS X6034

Project #Contact E-Mail

KBUSTOS@SPOKANECITY.ORG

Bid #Agenda Item Type

Contract Item

Requisition #Agenda Item Name

5600-BANKING SERVICES CONTRACT WITH US BANK

Agenda Wording

Contract with US Bank for banking services beginning Jan 01, 2017 thru December 31, 2021. The contract may be renewed by mutual agreement for one additional five-year term.

Summary (Background)

The City initiated an RFP process in July 2016. The selection was made in October 2016.

Fiscal ImpactBudget Account

Expense \$ 780,000

Various

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

BUSTOS, KIM

Study Session

Finance 12/05/16

Division Director

BUSTOS, KIM

OtherFinance

DAVIS, LEONARD

Distribution ListLegal

WHALEY, HUNT

For the Mayor

SANDERS, THERESA

Additional ApprovalsPurchasing



Master Services Agreement (Governmental Entities)

Customer Tax Identification Number: 91-6001280

I, THERESA SANDERS, HEREBY CERTIFY that I am CITY ADMINISTRATOR
of CITY OF SPOKANE ("Customer"). I further certify that I have full power and lawful authority
to execute this Master Services Agreement ("MSA") on behalf of Customer. I further certify that Customer has taken all action
required by its resolutions and other organizational documents, records or agreements to authorize the individuals listed
below to act on behalf of Customer in all transactions contemplated under this MSA. Customer shall not be bound by the
terms and conditions for those specific services described, to the extent Customer elects not to use such service(s).
Customer hereby agrees as follows:

DEPOSIT ACCOUNTS:

1. U.S. Bank National Association ("Bank") is hereby designated as Customer's banking depository. Customer has received a copy of the deposit account terms and conditions and agrees that such terms shall govern the deposit account services provided by Bank. All transactions between Customer and Bank involving any of Customer's accounts at Bank will be governed by the deposit account terms and conditions, this MSA and other disclosures provided to Customer. Customer agrees to provide Bank with a copy of documents requested by Bank.

2. Any one (1) of the persons whose names and signatures appear in Appendix A (individually, an "Account Signer") are hereby authorized to open, add, modify, or close accounts in the name of Customer or its subsidiaries or affiliates, or if applicable, as an agent for another entity, and to sign, on behalf of Customer, its subsidiaries or affiliates or as an agent for another entity, checks, drafts or other orders for the payment, transfer or withdrawal of any of the funds or other property of Customer, whether signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, including those payable to the individual order of the person or persons signing or otherwise authorizing the same and including also those payable to the Bank or to any other person for application, or which are actually applied to the payment of any indebtedness owing to the Bank from the person or persons who signed such checks, drafts or other withdrawal orders or otherwise authorized such withdrawals; and are also authorized to endorse for deposit, payment or collection any check, bill, draft or other instrument made, drawn or endorsed to the accounts governed by this MSA for deposit into these accounts. The authorization contained in the preceding sentence includes transfers of funds or other property of Customer to accounts outside of those accounts Customer maintains at Bank. Any one of the Contract Signers (as defined below) is also authorized to execute any documentation that Bank may require to add or delete Account Signers.

3. Unless Customer otherwise advises Bank in writing and Bank has a reasonable opportunity to act on such writing, the Account Signers listed in Appendix A will be Account Signers on any future deposit accounts that Customer maintains with Bank.

4. Customer acknowledges and agrees that Bank is not required to obtain the consent of or otherwise contact an Account Signer for transactions other than those listed in paragraph 2 above, including, but not limited to, transfers between accounts Customer maintains at Bank, advances on loans Customer has with Bank and transfers to pay down loans Customer has with Bank.

TREASURY MANAGEMENT SERVICES:

5. Bank's treasury management services ("Treasury Management Service(s)") are described in the U.S. Bank Services Terms and Conditions, any supplements thereto, any implementation documents, user manuals, operating guides and other related documentation and disclosures provided by Bank, and any addendum to any of the foregoing (collectively the "Services Agreement"). Customer has received and reviewed the Services Agreement and desires to use one or more of the Treasury Management Services.

6. Any one (1) of the persons whose names and signatures appear in Appendix B (individually, a "Treasury Management Signer") are empowered in the name of and on behalf of the Customer to enter into all transactions contemplated in the Services Agreement including, but not limited to, selecting Treasury Management Services, appointing agents to act on behalf of Customer in the delivery of Treasury Management Services, signing additional documentation necessary to implement the Treasury Management Services and giving Bank instructions with regard to any Treasury Management Service, including without limitation, wire transfers, ACH transfers, and any other electronic or paper transfers from or to any account Customer may maintain with Bank. Bank may, at its discretion, require Customer to execute additional documentation to implement or amend certain Treasury Management Services. In such cases, documentation necessary to implement or amend such Services shall be signed by a Treasury Management Signer. Customer further acknowledges and agrees that Bank may implement or amend Services based on the verbal, written, facsimile, voice mail, email or other electronically communicated instructions that it believes in good faith to have been received from a Treasury Management Signer. Any one of the Contract Signers (as defined below) is also authorized to execute any documentation that Bank may require to add or delete Treasury Management Signers.

MONEY CENTER AND SAFEKEEPING SERVICES:

7. Any one (1) of the persons referenced in Appendix M (individually, a "Money Center Signer") are each authorized and empowered in the name of and on behalf of the Customer to transact any and all depository and investment business through the Bank's Money Center division (the "Money Center") and any securities custodial business through the Bank's Safekeeping Department (the "Safekeeping Department"), which such person may at any time deem to be advisable, including, without limiting the generality of the foregoing, selecting any services that may from time to time be offered by the Money Center or the Safekeeping Department (collectively referred to herein as "Money Center Services" and "Safekeeping Services", respectively), appointing additional Money Center Signers or agents to act on behalf of Customer with respect to Money Center Services and Safekeeping Services, signing additional documentation necessary to implement the Money Center Services and Safekeeping Services and giving Bank instructions with regard to any Money Center Service and Safekeeping Service. Customer has received and reviewed the Services Agreement and may use one or more of the Money Center Services or Safekeeping Services from time to time. Bank may, at its discretion, require Customer to execute additional documentation to implement or amend certain Money Center Services or Safekeeping Services. In those cases, the required documentation shall be signed by a Money Center Signer. Customer further acknowledges and agrees that Bank may take any action with respect to any Money Center Services or Safekeeping Services requested by a Money Center Signer based on the verbal, written, facsimile, voice mail, email or other electronically communicated instructions that Bank believes in good faith to have been received from a Money Center Signer. Any one of the Money Center Signers is also authorized to execute any documentation that Bank may require to add or delete Money Center Signers.

FOREIGN EXCHANGE:

8. Bank is authorized by Customer to enter into foreign exchange transactions. Customer has received a copy of the Services Agreement and agrees that the terms contained in the Services Agreement, this MSA and other disclosures provided to Customer shall govern the foreign exchange services provided by Bank. Customer agrees to provide Bank with a copy of documents requested by Bank.

FOREIGN CURRENCY ACCOUNTS:

9. Bank is hereby designated as Customer's banking depository for one or more Foreign Currency Account(s) (the "Foreign Account(s)"). Any one (1) of the persons whose names and signatures appear in Appendix C (individually, a "Foreign Currency Account Signer") are hereby authorized to open, add, modify, or close any Foreign Account(s) in the name of Customer or its subsidiaries or affiliates and to make, on behalf of Customer, orders for payment or transfer of any of the funds or other property of Customer, whether signed, manually or by use of a facsimile or mechanical signature or otherwise authorized, including those payable to the individual order of the person or persons signing or otherwise authorizing the same. Customer hereby expressly authorizes and directs Bank to accept written and oral instructions any payment orders, by telephone or otherwise, consistent with the Services Agreement. Customer has received a copy of the Services Agreement and agrees that the terms contained in the Services Agreement, this MSA and other disclosures provided to Customer shall govern the Foreign Accounts. Any one of the Contract Signers (as defined below) is also authorized to execute any documentation that Bank may require to add or delete Foreign Currency Account Signers.

OTHER SERVICES:

10. A Contract Signer is authorized and empowered on behalf of Customer to transact any and all other depository and investment business with and through Bank, and, in reference to any such business, to make any and all agreements and to execute and deliver to Bank any and all contracts and other writings which such person may deem to be necessary or desirable.

GENERAL:

11. All Account Signers, Treasury Management Signers, Foreign Currency Account Signers and/or Money Center Signers (whether designated in this MSA or in a prior document [for example, a Certificate of Authority or a Treasury Management Services Agreement] executed by Customer) will remain in place until Bank receives written notice of any change and has a reasonable time to act upon Customer's written notice.

12. Any and all transactions by or in behalf of Customer with the Bank prior to the adoption of this MSA (whether involving deposits, withdrawals, Treasury Management Services, or otherwise) are in all respects ratified, approved and confirmed.

13. Customer agrees to furnish Bank with the names and signatures (either actual or any form or forms of facsimile or mechanical signatures adopted by the person authorized to sign) of the persons who presently are Account Signers, Treasury Management Signers, Foreign Currency Account Signers and/or Money Center Signers. Bank shall be indemnified and saved harmless by Customer from any claims, demands, expenses, loss or damage resulting from or growing out of honoring or relying on the signature or other authority (whether or not properly used and, in the case of any facsimile signature, regardless of when or by whom or by what means such signature may have been made or affixed) of any officer or person whose name and signature was so certified, or refusing to honor any signature or authority not so certified.



Master Services Agreement (Governmental Entities)

Each of the undersigned (individually and collectively, the "Contract Signers") certifies that, based on his or her review of Customer's books and records, Customer has, and at the time of adoption of this MSA had, full power and lawful authority to adopt the MSA and to confer the powers herein granted to the persons named, and that such persons have full power and authority to exercise the same.

Each of the Contract Signers further certifies that he or she has the full power and lawful authority to execute this MSA on behalf of Customer, its subsidiaries and affiliates, or if applicable, as an agent for another entity who has entered into an agreement with Customer authorizing Customer to act on such entity's behalf.

Each of the Contract Signers further certifies that the Account Signers, Treasury Management Signers, Foreign Currency Account Signers and/or Money Center Signers have been duly elected to and now hold the offices of Customer set opposite their respective names, and the signatures appearing opposite their names are the authentic, official signatures of the said signer.

The undersigned Contract Signers have executed this MSA as of the _____ day of _____, 20 ____.

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

Contract Signer
Signature: _____
Print Name: _____
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Signature: _____
Print Name: _____
Print Title: _____

Contract Signer
Signature: _____
Print Name: _____
Print Title: _____

For Internal Use Only:

Review _____ Validation Method _____ TL Review _____ Imaged _____



City of Spokane
CONTRACT RENEWAL

Title: CITY BANKING SERVICES

This Contract Renewal is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **U.S. BANK**, whose local address is 428 West Riverside Avenue, Spokane, Washington 99201 as ("Company"). Hereafter individually a "party", and together referenced as the "parties".

WHEREAS, the parties entered into an original Contract in 2011 wherein the Company agreed to provide Banking Services for the City; and

WHEREAS, the City re-solicited these banking services in August of 2016, and U.S. Bank was the winning Proposer in response to the City Request For Proposals (RFP #4249-19); and

WHEREAS, the original Contract for these services from 2011 needs to be formally renewed by this written Contract Renewal document, because the same Company received the award of this Contract from the City based upon its successful Proposal submittal on August 29, 2016;

WHEREAS, these banking services shall be performed in accord with the City's solicitation (RFP #4249-19), and U.S. Bank's Master Service Agreement (MSA) attached hereto.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS. The original Contract dated June 29, 2011, and July 1, 2011, and any previous amendments, renewals and / or extensions / thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Renewal shall become effective on January 1, 2017, and run through December 31, 2021, unless terminated earlier under the provisions.

3. COMPENSATION.

The City shall pay an estimated maximum annual cost not to exceed **SEVEN HUNDRED EIGHTY THOUSAND DOLLARS AND 00/100 (\$780,000.00), including tax**, for everything furnished and done under this Contract Renewal. This is the maximum amount to be paid under this Renewal, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this Renewal document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Renewal by having legally-binding representatives affix their signatures below.

U.S. BANK

By _____
Signature Date

Type or Print Name

Title

E-Mail Address

Attest:

City Clerk

CITY OF SPOKANE

By _____
Signature Date

Type or Print Name

Title

Approved as to form:

Assistant City Attorney

Attachments that are part of this Agreement:

U.S. Bank's Master Service Agreement (MSA)

**Banking Depository Services Proposal
No. 4249-16**

August 29, 2016

Presented To

City of Spokane, WA

Kim Bustos,
Accounting Director
808 W. Spokane Falls Blvd.
Spokane, WA 99201
(509) 625-6034
kbustos@spokanecity.org

Presented By

U.S. Bank

Gail Heinselman
Vice President and
Relationship Manager
U.S. Bank Government Banking
10228 West Twin Oaks Dr.
Sun City, AZ 85351
(509) 951-3630
gail.heinselman@usbank.com

Cynthia MacGeagh,
Vice President and
Treasury Management Consultant
Spokane Commercial Banking
428 W. Riverside Ave. 12th Floor
Spokane, WA 99201
(509)835-6118
cynthia.macgeagh@usbank.com





U.S. Bank Government Banking
10228 West Twin Oaks Dr.
Sun City, AZ 85351

August 29th, 2016

Kim Bustos,
Accounting Director
808 W. Spokane Falls Blvd.
Spokane, WA 99201

R.E.: Banking Depository Services Proposal No. 4249-16

Dear Kim,

U.S. Bank welcomes the opportunity to respond to the City of Spokane's Request for Proposal for Banking Services. U.S. Bank's legacy of providing financial services to government entities and our extensive work in partnership with organizations of all shapes and sizes gives us a unique perspective in meeting the needs of the City.

The City needs a long-term financial partner large enough and specialized enough to accommodate the multiple requirements of a public organization such as yours. U.S. Bank is that partner. We have thoroughly reviewed the RFP in its entirety including Scope of Services, Minimum Qualification Requirements and 4.4 Related Information that asked if we have defaulted on a contract due to poor performance and to respond yes or no; our answer is no. We understand the unique requirements of the City and that we are well positioned for all of your current and future needs. The combination of people, focus on government entities, and commitment to consultative services puts the power of "US" to work for you.

Partnering with U.S. Bank also means you benefit from our stability. Currently the most highly rated bank in the country, U.S. Bank's financial position remains strong due to our conservative business posture. Recently a survey by Barron's publication listed U.S. Bank as one of the most respected corporations in the United States. Respondents overwhelmingly cited strong management, ethical business practices, and product innovations as reasons to do business with us. U.S. Bank is safe, solid and committed to delivering high quality service.

We have put together an attractive pricing structure that includes financial incentive for staying with U.S., adding new services, and a favorable Earnings Credit Rate. All terms and pricing in the Proposal are offered for 90 days from the proposal due date. Highlights of our offer include:

- Up-front Earned Credit Bonus of \$25,000
- Earnings Credit Rate of .37%
- Reduced Elavon merchant pricing from \$0.08 to \$0.065 per transaction



We would be happy to meet with you at your earliest convenience to review the details included in our proposal. Should questions arise, feel free to contact Gail directly at 509-951-3630.

Sincerely,



Gail Heinselman

Authorized Signer of U.S. Bank

Vice President and Relationship Manager

U.S. Bank Government Banking

Table of Contents

Executive Summary

A.	Letter of Submittal	1
B.	Signed Addenda.....	3
C.	Attachment 1 – Financial Institution / Bank Questionnaire	5
D.	Attachment 2 – Banking Activity Pricing Sheet	115
E.	Attachment 3 – Merchant Card Transactions.....	117
F.	Attachment 6 – Merchant Card Transactions with Pricing Sheet.....	119
G.	Additional Information	121

Exhibits

Reference
Online Reporting Sample Reports
Sample Statements

Attachments Folder

U.S. Bancorp Fact Sheet
U.S. Bancorp 2015 Annual Financial Report
U.S. Bank Services Terms and Conditions
U.S. Bank Depository Services Agreement
U.S. Bank Master Services Agreement
Elavon Master Services Agreement and Addenda

Confidentiality Agreement

The information provided in this proposal is privileged and confidential and is only to be used by the City of Kennewick for the sole purpose of choosing a service provider. This information is the sole and absolute property of U.S. Bank and nothing is intended to, in any way, transfer ownership rights to the City of Kennewick. This information should not be shared outside of the City of Kennewick, U.S. Bank does not agree to contract terms as a part of this response to the City of Kennewick's Request for Proposal. Regulation W disclaimer: U.S. Bank N.A. is not responsible for the obligations of its affiliates.



Executive Summary

U.S. Bank welcomes this opportunity to propose our banking services to City of Kennewick. This response is an example of the highly-customized, consultative dialogue that you can continue to expect from U.S. Bank. A thoughtful and deliberate approach will continue to be the rule as we work with you to define a tailored solution, rather than just recommending a one-size-fits-all product set. Your candor in revealing critical requirements will also introduce you to U.S. Bank's legacy of innovative solutions, bringing you ideas, industry-best practices, and a sharp focus on creating the singular processing design to suit your very specific needs.

Financial Security

The City of Kennewick needs a financial partner you can rely on – especially during a cycle of economic uncertainty. As the 5th largest commercial bank in the nation, U.S. Bank's financial position remains strong due in significant measure to our prudent credit philosophy. U.S. Bank's conservative business model has resulted in our rating as the strongest, safest, and most secure bank in the market today. U.S. Bank was the only bank to earn a profit in 4th quarter. We are among just nine of the 19 financial institutions to earn a passing grade on the Supervisory Capital Assessment Program – the federal bank stress test. The City can be certain that we are not distracted by the poor financial performance or the lack of ability to provide services that plagues many financial institutions today. U.S. Bank has been recognized for making sound, financially conservative business choices and we continue to do so. This has allowed us to weather the current financial storm and stay focused on our clients. .

Superior Customer Service

U.S. Bank could not exist without you, our customers. That is why the foundation of our relationship-based service model is what ultimately distinguishes U.S. Bank from our competitors. That foundation is at the heart of every interaction of every member of the U.S. Bank team.

All of us create the environment to inspire the innovation, drive, teamwork, integrity and sincerity to excel with our customers. All of us work to surpass expectations with superior products, solutions and service. All of us pursue ways to strengthen and build deeper relationships both inside and outside our organization. And all of us recognize what gives us the truest measure of our success — and that is our customers' success.

From the teller at a local Kennewick Main Branch, to the Relationship Manager, to the processor of your payments, to the Customer Service Representative up to the CEO and Chairman Richard Davis, Every employee of U.S. Bank remains committed to an unparalleled customer experience.

Technology for Today and Tomorrow

A banking relationship with U.S. Bank also means you benefit from the full force of our continued investment in technology. Ongoing expansion and the introduction of numerous electronic and technological enhancements through monitoring of trends, industry developments, and competitor evaluation help keep our products and services at the forefront of efficiency within the banking industry.

- **Dedicated to Electronic Banking**—U.S. Bank champions the revolution in electronic banking. Among the services leading this virtual-banking charge are SinglePoint Image Access, On-Site Electronic Deposit, Electronic Cash Letter Deposit, Lockbox-Image Look and E-Payment Service and more.
- **Collaborative Solutions**—Not every U.S. Bank customer's requirements are the same. That is why our solutions are so varied, and in many cases, customizable. You can expect a highly collaborative relationship with us to uncover together ways to maximize efficiency.



- **SinglePoint**—Our one-stop shop is an online portal offering access to your accounts and the systems you need to manage them. SinglePoint was developed by U.S. Bank using in-house resources and customer input. User focus groups and feedback contributed significantly to SinglePoint's creation, the results of which include an intuitive navigation design and single-sign-on capabilities. SinglePoint is browser-based; therefore, no additional software is required.

Quality Service—Guaranteed

Of course, providing the required technical capabilities represents only a portion of your overall banking relationship. Significant consideration must also be given to consistent, quality service. Individuals like Gail Heinselman, Government Banking Relationship Manager and Callie Sims, Treasury Management Consultant dedicate their time to evaluating the marketplace, matching new and emerging technologies and solutions to your changing needs.

Unique Client Focus

U.S. Bank has also committed significant resources to the public sector. You will see mentioned in our proposal that we have over 5,500 government relationships that are managed through our Government Banking Division. The City can be assured that the individuals you are working with at U.S. Bank are familiar with the unique needs and requirements of government entities in Washington. The City will continue with Government Banking Relationship Manager, Gail Heinselman and is already familiar with Seattle's Customer Service Representatives Lisa, Arlene, Evangeline, Racheal, Anne and their Manager Mark who specialize in Government entities.

We trust the information shared in our proposal will not only convey our current capabilities and desire to retain and grow the relationship, but also expresses our intentions in helping shape the financial success of the City of Kennewick for the future.

Letter of Submittal

August 24, 2016

Kim Bustos
Accounting Director
City of Spokane
4th Floor – City Hall
808 West Spokane Falls Boulevard
Spokane WA 99201

Dear Kim,

U.S. Bank is pleased to respond to the City of Spokane's Request for Proposal for Banking and Merchant Services. It has been a pleasure to work with you and your staff. We carefully reviewed the Scope of Services and determined U.S. Bank can meet every service listed.

U.S. Bancorp is headquartered in Minneapolis. We are a diversified financial services holding company with \$429 billion in assets as of March 31, 2016, and the parent company of U.S. Bank National Association, the nation's fifth-largest commercial bank.

We are fortunate to have a number of the City's key people housed in the U.S. Bank Building on

428 West Riverside Avenue in Spokane:

- Teri Stanton manages the Cash Vault
- Marvin Baird manages Spokane Main Branch
- Cynthia MacGeagh is the City's Treasury Management Consultant and
- Linda Elkin is our Regional President
- Gail Heinselman is the City's Government Banking Relationship Manager.
Spokane office is located in U.S. Bank Building and
Home office is located in Sun City, Arizona 85351
gail.heinselman@usbank.com
[509.951.3630](tel:509.951.3630) or [623.444.8481](tel:623.444.8481)

1420 West Fifth Avenue, Seattle:

- Commercial Customer Service, your day-to-day contact for your staff

I reviewed our Board Members and do not see any information any of them were a former employee of the City during the past twelve months. U.S. Bank acknowledges and will comply with the conditions required in the Request for Proposal the City of Spokane has issued unless a specific legal, insurance or industry comment is included within our document.

Regards,



Gail Heinselman, Vice President
Government Banking.

Signed Addenda

U.S. Bank acknowledges receipt of **Addendum #1**, dated August 17th as provided on the following page..

DAVID A. CONDON
MAYOR

August 17, 2016



CITY OF SPOKANE - PURCHASING
808 W. Spokane Falls Blvd.
Spokane, Washington 99201-3316
(509) 625-6400

ADDENDUM NO. 1

RFP #4249-16 Bank Depository Services

This Addendum 1 to Request for Bids #4269-16 – Central Well Station Pump is being issued to answer a question that has been asked AND extend the due date to Monday, August 29, 2016.

1. Well, I've only got one group asking questions, Trust & Escrow Services. They are asking, with regard to the "Other Optional Services the City May Require" can you give some detail as to how many securities will be held, the size of the portfolio, current activity and anticipated activity on an annual basis? Also, what is the anticipated life of the account?

A. The portfolio primarily consists of federal agency bonds. The portfolio as of July 2016 was \$438 million and consisted of 53 bonds. We average 5-10 purchases/sales per month. The average duration of the portfolio is 2.5 years. This is similar to the portfolio details from July 2015.

2. The Due Date is being extended one (1) week to Monday, August 29, 2016.

C. DUE DATE

It is the responsibility of the Proposer to be sure the Proposals are sent sufficiently ahead of time to be received no later than 1:00 PM local time on **August 29, 2016**.

Proposers mailing Proposals should allow normal mail delivery time to ensure timely receipt of their Proposals. The City reserves the right to not consider Proposals received late. City Hall is now a secured building. If the Proposer is hand delivering a Proposal, note that additional time is required to sign in, receive a visitor's pass, and gain entrance to the building.

Sealed Proposals will be publicly acknowledged at 1:15 p.m., on the due date in the City of Spokane City Hall Council Chambers, 808 West Spokane Falls Boulevard, Spokane, Washington 99201.

Thea Prince, Purchasing

PLEASE NOTE: A SIGNED COPY OF THIS ADDENDUM MUST BE SUBMITTED WITH YOUR QUOTE, OR THE QUOTE MAY BE CONSIDERED NON-RESPONSIVE.

The undersigned acknowledges receipt of this Addendum.

U.S. Bank

Company

Authorized Signature

Attachment 1 – Financial Institution / Bank Questionnaire

U.S. Bank’s responses to the City of Spokane’s Attachment 1 questionnaire are provided within this section as follows:

A.1	Bank Structure and Reporting	7
A.2	Personnel.....	17
A.3	References.....	20
A.4	Required Basic Services.....	21
A.5	Summary of Bank’s Approach – Additional Services	22
A.6	Disaster Recovery	26
A.7	Depository Service Options	28
A.8	Deposit Verification.....	34
A.9	Vault Services	35
A.10	Return Item Processing	36
A.11	Transaction Research.....	37
A.12	Deposit Reporting	38
A.13	Account Reconciliation	38
A.14	Electronic Deposit Reporting	40
A.15	ACH Processing	42
A.16	Wire Transfer Processing	48
A.17	Wire Cut-Off Times	50
A.18	Wire Confirmation	50
A.19	Wire Warehousing	52
A.20	Wire Processing Errors.....	52
A.21	Account Reporting	54
A.22	Image Processing	55
A.23	Implementation	57
A.24	Conversion Plan	58
A.25	Services Not Provided	66
A.26	Costs Disclosure.....	66
A.27	Customer Service and Quality	66
A.28	Availability of Funds	67
A.29	Collateralization of Deposits	68
A.30	Online Banking Services.....	69
A.31	Electronic Storage of Documents	74
A.32	Interactive Voice Response/Interactive Web Response (IVR/IWR) Functionality.....	75
A.33	Credit (travel) Card Services	76
A.34	Payment Card Services	82
A.35	Overdraft Processing	91
A.36	Controlled Disbursement Services	91
A.37	Positive Pay and “Payee” Positive Pay Service	93
A.38	Bank Compensation	98
A.39	Analysis.....	100
A.40	Errors and Adjustments	100
A.41	Other Services	101
A.42	Security	102
A.43	Sustainability.....	103
A.44	Optional Service: Lockbox (Retail)	104
A.45	Other Optional Services the City May Require:.....	109

A.1 Bank Structure and Reporting

1. Please provide a brief historical summary of the Bank.

Our rich history shapes our present and positions us for a strong future. Since 1863, our company has expanded through organic growth and through numerous acquisitions, managing through times of prosperity and times of hardship. Through the past 150 years, hundreds of fine banks, whose customers, branches, expertise and assets combined with key ancestor banks, helped to make us a strong, sound company. In 2001, Firststar and U.S. Bancorp became the new U.S. Bancorp, building a strong and forward-looking foundation on which to continue our growth.

Each of U.S. Bank's principal predecessor organizations — Star Bank (Cincinnati), U.S. Bank (Portland), First Bank (Minneapolis), Firststar Bank (Milwaukee) and Mercantile Bank (St. Louis) — created specialized depository, treasury management, credit and trust products. The combination of all these organizations into U.S. Bank created a strong financial institution offering the best, most highly valued products and services.

U.S. Bancorp is headquartered in Minneapolis. We are a diversified financial services holding company with \$429 billion in assets as of March 31, 2016, and the parent company of U.S. Bank National Association, the nation's fifth-largest commercial bank.

Our 67,000 U.S. Bank employees come together to serve 18.6 million consumer, business and institutional customers through our four core lines of business: Payment Services, Consumer and Small Business Banking, Wholesale Banking and Commercial Real Estate, and Wealth Management and Securities Services. Through these powerful lines of business, we offer a comprehensive suite of banking, brokerage, insurance, investment, mortgage, trust and payments products.

We are a leader in the banking industry. Our outstanding track record of financial performance coupled with our sound ethical business practices have earned us the honor of being named *Fortune's* 2016 "most admired superregional bank" for the sixth consecutive year, and an Ethisphere Institute 2016 World's Most Ethical Company® for the second consecutive year.



U.S. Bank continues to outpace peers across all key performance metrics — such as return on assets, return on equity and efficiency ratio — year over year, and in 2015 we also achieved record net income and record diluted earnings per share. In addition, we maintain exceptional capital ratios and remain among the world's best in debt ratings across the industry.

Our size, strength and scale keep us well positioned for future growth. We are committed to invest in delivering innovative and remarkable solutions for our customers, shareholders, employees and communities as their most trusted financial partner.

2. Please provide the bank's capital structure as calculated by the Washington Public Deposit Protection Commission as of the last calculation date.

U.S. Bank's State approved second quarter Consolidated Report of Condition, as produced by the Washington Public Deposit Protection Commission, is included in the **Exhibits-Reference** section of this proposal for your reference

3. Name the branch location and address within the corporate limits of the City of Spokane, Washington capable of providing all banking depository services required by this proposal. This branch should provide the most convenient proximity to Spokane City Hall, 808 W Spokane Falls Blvd. List the address and hours of operation at your nearest branch office and also the hours of operation for non-branch services.

Spokane Main Branch

428 W Riverside Ave
Spokane, WA 99201
509.835.6000

The Spokane main branch has the following operating hours:

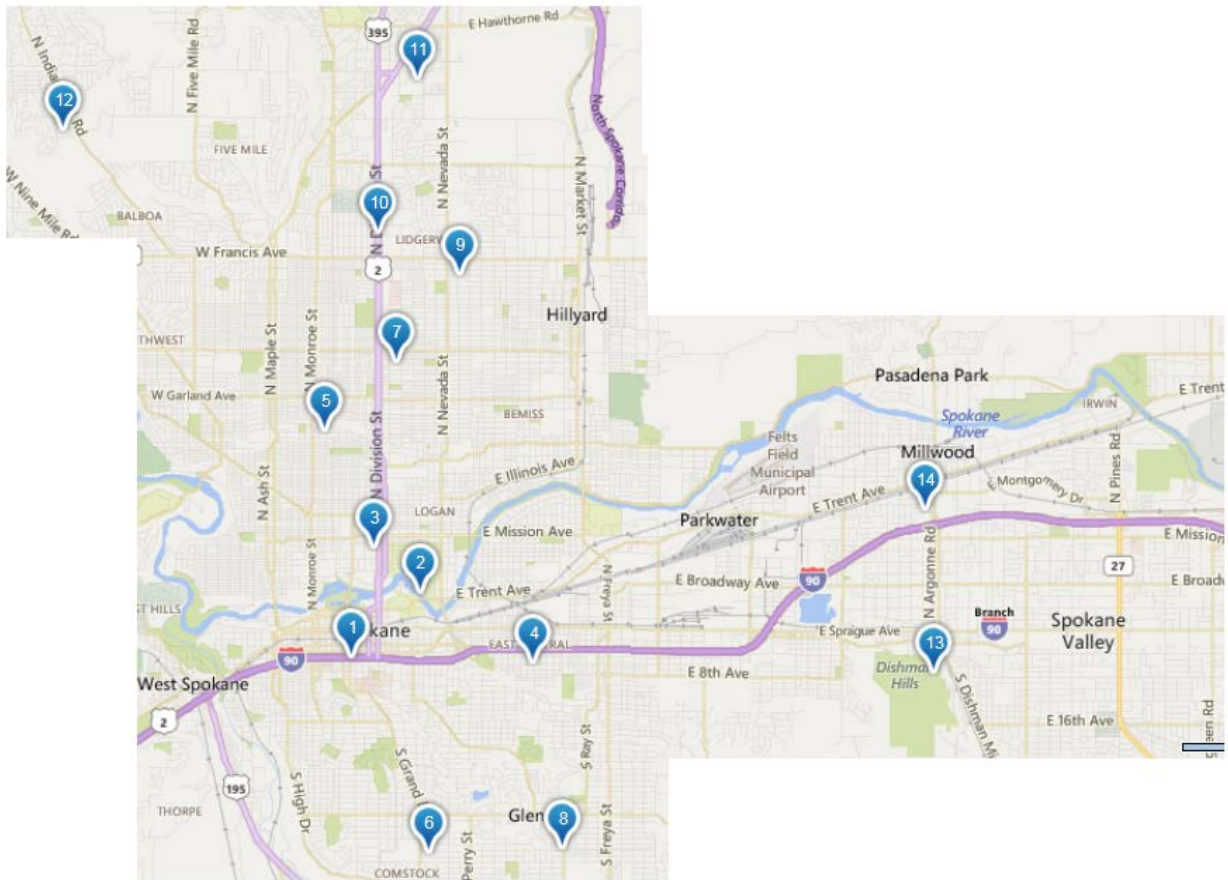
- **Lobby**—Monday through Thursday, 9:30 a.m.-5 p.m.; Friday 9:30 a.m.-6 p.m.; and closed Saturdays and Sundays
- **Drive-Thru**—Monday through Friday, 9 a.m.-6 p.m.; and closed Saturdays and Sundays

Additional Services

- Notary Available
- Safe Deposit Boxes Available
- Originate Loans
- Money Orders
- Official Checks

U.S. Bank has a total of 15 branches located within the City of Spokane metropolitan area, as listed in the table below and depicted on the following map, providing substantial branch coverage and service to support all of the City's branch banking needs.

1. Spokane Main Office 428 W Riverside Ave Spokane, WA 99201 509-835-6000	2. Gonzaga University Ofc. John J. Hemmingson Ctr 702 E Desmet Ave Spokane, WA 99258 509-325-7027	3. Indiana Ave Office 102 W Indiana Ave Spokane, WA 99205 509-327-7405
4. East Side Office 2322 E Sprague Ave Spokane, WA 99202 509-533-0042	5. Garland Avenue Office 3909 N Lincoln St Spokane, WA 99205 509-328-5112	6. Manito Office 621 E 30th Ave Spokane, WA 99203 509-455-5335
7. Northtown WA Office 123 E Queen Ave Spokane, WA 99207 509-487-3399	8. Lincoln Heights Office 2807 E 29th Ave Spokane, WA 99223 509-533-0128	9. Francis & Nevada Albertsons Office 6520 N Nevada St Spokane, WA 99208 509-489-2500
10. North Spokane Office 7307 N Division St Spokane, WA 99208 509-464-0530	11. Northpointe Safeway Office 10100 N Newport Hwy Spokane, WA 99218 509-466-3819	12. Indian Trail and Barnes Albertsons Office 9001 N Indian Trail Rd Spokane, WA 99208 509-464-2026
13. Spokane Valley Office 9019 E Appleway Blvd Spokane Valley, WA 99212 509-822-3105	14. Millwood Albertsons Office 8851 E Trent Ave Spokane, WA 99212 509-927-0691	15. Sprague & Sullivan Office 15426 E Sprague Ave Spokane Valley, WA 99037 509-926-3640



4. What is the maximum Line of Credit amount that your bank would be capable of providing?

U.S. Bank has the capacity to provide the City with a Line of Credit in an amount sufficient to meet the City's operating and capital needs. The Bank will endeavor to provide a Term Sheet at the request of the City. This will be subject to formal credit approval.

5. Please provide acceptable evidence of ability to perform, regarding such categories as expertise/ experience, equipment, and facilities to perform requested duties.

For more than 150 years, U.S. Bank has provided financial services to government entities. Government Banking Division manages over 5,500 government relationships. Our extensive work in partnership with organizations of all shapes and sizes gives us a unique perspective in meeting the needs of the public sector.

The . Bank offers a wide range of deposit, Treasury Management, trust, investment and payment processing products to meet the needs of state, cities, counties, towns, school districts and other governmental or public organizations. U.S. Bank also offers government-specific interim financing for construction products, equipment financing, temporary cash flow financing, term financing, pooled financing programs.

In one month's time, U.S. Bank equipment and technology processes over: 97.8 million ACH transactions 88 million deposited checks drawn on other banks and imaged 25 million lockbox payments 2.5 billion mainframe transactions conducted \$1.2 trillion in wire transfers sent out \$95 billion in deposits posted

\$15 billion deposited daily

Your Relationship Manager advocates for you in the marketplace, working to understand how new and emerging technologies will create better functionality and provide an economic advantage. You can expect timely responses to operational, pricing, technical questions and other general inquiries on a day-to-day basis. Your relationship team also includes product specialists, debt finance bankers and a dedicated Commercial Customer Service group, a team of highly skilled and experienced representatives ready to process both your routine and complex service requests with efficiency and accuracy.

6. Describe your bank's community participation/reinvestment program including your Community Reinvestment Act (CRA) rating.

U.S. Bank National Association is proud to have received an Outstanding rating on our CRA performance evaluation from the Office of the Comptroller of the Currency (OCC). At U.S. Bank, we work hard to get better every day in all areas of our business, including our CRA rating. The most recent copy of our "Community Reinvestment Act Evaluation" can be found on our website <https://www.usbank.com/community/cra-performance-evaluation.html>

U.S. Bank makes it a priority to be a catalyst for positive change in the communities we serve. By investing our time, knowledge and financial resources in local projects, programs and organizations, U.S. Bank helps transform communities. We enjoy close partnerships with hundreds of organizations across our 25-state banking region. These partnerships allow us to help bring about significant change within our communities. Efforts to which U.S. Bank contributes include:

- Funding affordable housing projects
- Fostering economic revitalization, and
- Providing extensive training and education to small businesses, consumers and first-time homebuyers

Our record demonstrates a firm commitment to providing financial and leadership support to national and regional equity funds. U.S. Bank actively invests in Low-Income Housing Tax Credit projects to further energize the creation of affordable housing units. This impressive record proves that the success of our communities is success for us all. All communities are interdependent, and as one flourishes, so does the next.

More meaningful to the City, is the information we have for Spokane County:

CRA Qualified Investments:

During 2015, U.S. Bank and U.S. Bancorp Community Development Corporation provided more than \$1.3 million in CRA qualified investments. These include tax credits (Low Income Housing Tax Credits and Historic Tax Credits) as well as grants through the U.S. Bank Foundation.

Community Development Lending:

U.S. Bank's community development lending totaled \$150,000 in 2015.

Community Development Services:

U.S. Bank employees served on the boards or committees of seven CRA qualified organizations. In addition, U.S. Bank employees delivered 22 CRA qualified financial education seminars during 2015.

Mortgage Lending:

U.S. Bank reported 777 mortgage loans totaling \$136.7 million during 2015. This includes 426 home purchase loans (\$83.4 million), 44 home improvement loans (\$4.9 million) and 307 refinance loans (\$48.4 million).

Small Business and Small Farm Lending:

U.S. Bank reported 1,118 small business and small farm loans totaling \$32.4 million during 2015.

7. Describe your bank's customer service philosophy and organizational structure and provide meaningful examples to illustrate.

At U.S. Bank, providing an outstanding customer experience is a company priority and is as essential as our financial performance is to the success of our company. We believe that you, as a client, should only have to call one number to receive answers to your questions. We believe you should be able to speak to someone who is knowledgeable and experienced in servicing government clients. Commercial Customer Service's dedicated team provides depository and treasury management support. Your service experience includes timely, thorough and responsive measures which insure customer satisfaction.

U.S. Bank's customer service approach is distinctive with our Dedicated Senior Service Officers that **specialize in governmental clients**. Our dedicated senior service officers understand your needs, you speak to a person live, and customers rank U.S. Bank highly in overall satisfaction, quality and value according a recent American Customer Satisfaction Index research. In customer loyalty, U.S. Bank scored significantly higher than the bank industry average.

Commercial Customer Service provides a premier level of service on your depository, loan and treasury management products. Our specially trained staff will respond to both routine and complex inquiries through online access to U.S. Bank's many systems and product databases.

Commercial Customer Service's promise to you

- We promise to be accessible to you between 7 a.m. and 7 p.m.PT—you will not have to leave a message—we will answer your phone call in person
- If you choose to leave a message with an individual, send a fax, or send an email message, we promise same day response if received before 3 p.m.
- We will take ownership of your request and follow it through to resolution
- We promise that you will always have an opportunity to work with more than one Commercial Service Banker who is knowledgeable and will take responsibility for your request.
- We guarantee same day completion of banking transactions initiated through Commercial Customer Service within our published timeframes.

Seattle Commercial Customer Service Team

Laurice Jackson, Assistant Vice President and Commercial Customer Service Manager, has been with U.S. Bank for 27 years. Laurice's experience has been in Retail Banking, back office operations and Commercial Customer Service. For the past 21 years Laurice has worked in a number or roles that support our Small Business, Commercial Banking, National Corporate Banking and Commercial Real Estate customers and has managed a variety of teams for the past 18 years.

Mark Buchanan, Commercial Customer Service Team Lead, has been with U.S. Bank since January 2010. Mark's banking career began in 1992, and has covered many operation areas, supervisory, including training and development. Mark leads a team of six service bankers.

The Seattle CCS site has 20 service bankers and three team leaders with 425 combined years of service with U.S. Bank. Experience ranges from Retail Banking, Operations and Loan Servicing. This dynamic team of bankers has the skills to resolve your issues quickly and accurately. Our bankers adhere to our standards for accountability and embrace dedicated customer service. Laurice Jackson is the site manager,

Mark Buchanan is the team leader and the team of service bankers includes Arlene Baluca, Evangeline Abanes, Anne Adriano, Lisa Dolan and Racheal Williams.

Customer Service Examples

As an example of our customer service, the last three calls to CCS from a single customer were related to SinglePoint. One call was an issue with their token, where the customer's employee was unable to get into the needed module and CCS assisted in unlocking the token. The problem was resolved within minutes of receiving the call. The second call was a question about an encoding error on a check number.

The customer was worried the real check would reject. CCS showed the customer's employee where to look in SinglePoint to find the correction U.S. Bank made on the encoding error. She was reassured the real check would post with no problem. The last call was on a check that appeared to have posted to their account when a cancel was issued.

The CCS representative told her that it was returned "refer to maker" and showed her in SinglePoint how to find that information. All three calls resolved the callers' issues while on the phone with no delay in their work processes.

A City in Washington had a deputy finance director out ill for several days. Their debt service payment to the Bank of NY was over looked. They received a call from the BNY on the due date. The City called the RM and Commercial Customer Service, the debt payment was sent out immediately and made the time frame of before close of business NY time that day.

A Municipal Client sent their payroll file to be payable on a holiday, not realizing it was a holiday, until the day before. The client called CCS requesting options – the ACH file was pulled back and the ACH file was converted into a Batch Wire File, sending all the payroll out via wire same day, therefore everyone was paid on time.

8. Provide the following reports and information about your bank:

a. Monthly account analysis

We have provided a **Sample Account Analysis Statement**, in the **Exhibits-Sample Statements** section.

Account Analysis reports are generated on the sixth business day of the month. Statements can be retrieved online via U.S. Bank SinglePoint in PDF, CSV and TXT formats on the seventh business day of the month. Account analysis paper-based statements are mailed no later than the ninth business day.

U.S. Bank SinglePoint will maintain a rolling 12 month archive of the City's account analysis statements at all times. If your statement is changed or re-analyzed for any reason, a revised analysis will be available for view, print or download the following morning.

The Customer Settlement Page of the monthly account analysis statement displays month by month summary activity. This gives the City a rolling year-to-date view to compare ledger balances, float, negative collected balances, positive collected balances, earnings credit rate, earnings credit, earnings credit based service charges and the carry forward surplus or deficit fee position as well as the month's net position.

b. Monthly bank statement

We have provided a **Sample Monthly Bank Statement**, in the **Exhibits-Sample Statements** section.

Statements are available one to two business days after statement cutoff through our online platform system, SinglePoint. SinglePoint maintains a 12 month archive of statements making them easily accessible to the authorized City employees as well as auditors. Monthly bank statements are mailed no later than the fifth business day of the month. Additional statements will be provided upon request with approval from the City.

c. Monthly merchant services report

We have included **Elavon Sample Reports**, in the **Exhibits-Sample Reports** section.

d. Most recent financial statement

We have also provided our **2015 U.S. Bancorp Annual Report**, in the **Attachments Folder**, submitted in conjunction with this proposal for the City's reference.

Our most recent annual report can also be accessed online at:
<http://phx.corporate-ir.net/phoenix.zhtml?c=117565&p=irol-reportsannual>

Additionally, U.S. Bank's quarterly earnings reports can be found at:
<http://phx.corporate-ir.net/phoenix.zhtml?c=117565&p=irol-quarterlyearnings>

U.S. Bancorp, with total assets of \$429 billion at the end of the first quarter 2016, is a diversified financial services holding company and the parent company of U.S. Bank, the nation's fifth-largest commercial bank. Return on Average Assets (ROA) was 1.32 percent and Return on Average Common Equity (ROE) was 13.0 percent during the three months ended March 31, 2016.

Capital generation continues to reinforce U.S. Bank's capital position with:

- Common equity tier 1 capital ratio of 9.2 percent estimated for the Basel III fully implemented standardized approach
- Common equity tier 1 capital ratio of 9.5 percent; Tier 1 capital ratio of 11.1 percent; Total risk-based capital ratio is 13.1 percent

e. SEC and/or Moody's credit rating or comparable rating

We are pleased to highlight our Standard & Poor's and Moody's financial ratings, as listed below. We believe these high marks are a reflection of quality management, consistent risk/reward decision making, dedication of employees to carry out a sound business model and an underlying customer service culture to be one of the strongest and most reliable banks in America.

A comparison of debt ratings for holding companies of our peer financial institutions reflects U.S. Bank's sound investment strategy, fiscally conservative policies and long-term focus.

	Moody's	S&P	Fitch	DBRS
Ratings Outlook	Stable	Stable	Stable	Stable
U.S. Bancorp				
Long Term Issuer Rating	A1	A+	AA	AA
Short Term Issuer Rating	N/A	A-1	F1+	R-1 (middle)
Senior Unsecured Debt	A1	A+	AA	AA
Subordinate Debt	A1	A-	AA-	AA (low)

Junior Subordinate Debt	A2	BBB	N/A	AA (low)
Preferred Stock	A3	BBB	BBB+	A
Commercial Paper	P-1	A-1	F1+	R-1 (middle)
U.S. Bank National Association				
Long Term Issuer Rating	A1	AA-	AA	N/A
Short Term Issuer Rating	P-1	A-1+	F1+	R-1 (high)
Long Term Deposits	Aa1	AA-	AA+	AA (high)
Short Term Deposits	P-1	N/A	F1+	N/A
Senior Unsecured Debt	A1	AA-	AA	AA (high)
Subordinate Debt	A1	A	AA-	AA
Commercial Paper	P-1	A-1+	F1+	N/A
Counterparty Risk Assessment	Aa2(cr)/P-1(cr)			

Last Change in Ratings – December 2015

9. Provide a funds availability schedule. Describe one day, two day availability and wire requirements.

We are pleased to offer to the City our Premier Funds Availability Schedule for collection of float items. This is our most aggressive funds availability schedule. The availability is assigned at end of day posting for paper items.

U.S. Bank on-us items	0 day
U.S. Bank Controlled Disbursement items	1 day
U.S. Government Treasury Checks	1 day
Postal Money Orders	1 day
U.S. Government Savings Bonds	1 day
Deposited Returned items	1 day
Redeposited Returned items	1-4 days

The following are U.S. Bank's opening hours and cutoff times in Pacific Time for initiating wire transfers to ensure same day execution.

Input Method			
Type of Transfer	Internet (SinglePoint)	Voice or VRU	CPU-CPU (Batch Wire)
Domestic			
Same Day Fedwire and Drawdown	5:30 a.m.-2:30 p.m.	5:30 a.m.-2:30 p.m.	5:30 a.m.-2 p.m.
Same Day Internal	6:30 a.m.-4 p.m.	5:30 a.m.-4 p.m.	5:30 a.m.-2 p.m.
Future Day Fedwire, Drawdown and Internal	5:30 a.m.-4:30 p.m.	5:30 a.m.-4:30 p.m.	5:30 a.m.-2 p.m.
International*			
Same Day (USD)	5:30 a.m.-3 p.m.	5:30 a.m.-3 p.m.	5:30 a.m.-2 p.m.
Same Day (Foreign Currency)	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.
Future Day – 1 day only (USD)	5:30 a.m.-4:30 p.m.	5:30 a.m.-4:30 p.m.	5:30 a.m.-2 p.m.

Future Day – 1 day only (Foreign Currency)	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.
--------------------------------------------	------------------	------------------	------------------

**Please Note: International wire transfers are sent on the day U.S. Bank is instructed to send it. The value date defines the date the beneficiary should receive the funds within their account. However, U.S. Bank does not have control over an international bank and the process they use to complete the wire.*

Please refer to **Premier Funds Availability Schedule**, as provided in the **Exhibits-Reference Section** of this proposal for detail.

10. Describe your Balance Reporting systems and availability.

The City currently utilizes SinglePoint, our integrated suite of treasury management services, to access current day, prior day, daily data transmission, book transfers, mobile, stop payments, ACH origination, ACH adjustments, wire transfers, account reconciliation, Positive Pay, Image Access and external messaging.

SinglePoint allows the City to monitor account activity; view, manipulate and download images; transfer and manage payments; process and deposit collections; prevent fraud; and manage your employees' system use.

a. What hardware/software does the bank use to deliver balance and transaction detail information?

SinglePoint services provide browser-based access to account information, so no software is required to view the City's balance and transaction detail information. SinglePoint technical recommendations are stated below at supported and optimal levels:

Component	Minimum Workstation Requirements	Optimal
Operating System	Windows XP®; Apple® Mac OS X	Windows® 8
Browser	Microsoft Internet Explorer® 8 Mozilla® Firefox® 38+ (or current version) Google Chrome 21+	Windows Internet Explorer® 11
Screen resolution	1024x768	1280x1024 or higher

Additionally, reports and transmissions can be scheduled through SinglePoint at any time throughout the day. Reports are then delivered via transmission or secure email at the specified time. Fax and email reporting allows users to receive Current and or Prior Day reporting at a preset time without logging in. Users may also need Adobe® Reader® and Microsoft Excel® or compatible application to view and print certain reports.

b. What time is previous day information available for access by the customer?

Previous day information is available by 8 a.m. PT. However, the data is often available sooner.

c. What are the hours of access of the balance reporting system?

The City can access SinglePoint Information Reporting services every day, 24 hours a day, except for a four-hour maintenance period each Sunday during the early morning hours.

- Previous Day Information is available by 6 a.m. PT.
- Current Day Information is available by 6 a.m. PT and is updated throughout the business day until 3 p.m. PT.

d. Does the bank provide current day information?

i. How frequently is this information updated throughout the day?

Current day information is updated at different times for different applications and different processing sites.

- **Deposit Reporting**—Continuous and updated according to site-specific schedules
- **Wire Transfer Information**—Updated continuously and in real time
- **ACH Data**—Continuous and updated according to site-specific schedules
- **Controlled Draft Processing**—Twice daily, according to site-specific schedules

ii. What transaction types are available on current day reports?

These are the transactions that are detailed in SinglePoint's current day reports:

- ACH transactions
- Controlled Draft Processing Check Debits
- Other Paper Deposits
- Foreign exchange and global trade
- Other items, such as ATM, phone and branch-initiated transactions
- Wire transfer transactions
- Lockbox Deposit
- Book Transfers
- Federal Reserve Bank Settlement Activity

iii. Describe the level of detail provided in previous and current day reports?

Previous Day transaction detail reporting within SinglePoint includes:

- ACH debit and credit transactions
- Coin and Currency Purchases
- Checks Paid
- Location Numbers
- Times available
- Wire Transfer Debits
- Complete wire transfer transaction details
- Controlled Draft Processing Presentments
- Deposited Items Returned
- Lockbox Deposits
- Wire Transfer Credits
- ZBA Credits

Current Day summary reporting within SinglePoint includes the following:

- Opening Ledger Balance
- Current Day Credits
- Current Day Debits
- Interim Ledger
- Interim 1 Day Float
- Interim 3+ Day Float
- Opening Collected Balance
- Number of Credits
- Number of Debits
- Interim Collected
- Interim 2 Day Float

iv. How many days of history can be accessed through the system?

SinglePoint provides 10 calendar days of history for current day information, 45 days for previous day information and 60 calendar days for previous day wire transfer data. Extended data retention is available for previous day data for 90 days or six months.

v. In what format is information available?

Information is retrievable from SinglePoint in PDF, BAI2, CSV and human readable text file formats. Retrievable formats through direct transmission by U.S. Bank are the same as stated previously. An EDI 821 is available through Data Integration Services.

vi. Provide a sample printout of the daily on-line balance information.

Sample SinglePoint Reports have been included in the Exhibits-Sample Reports section.

A.2 Personnel

1. Provide the names (with phone numbers and email addresses), office locations, and resumes of all key personnel, including those key individuals who will be handling the day-to-day responsibilities for performing duties under the contract. The resume should detail the experience of personnel who will be providing managerial oversight under the contract.

Service is often the first or second most cited reason for selecting a banking relationship, or for leaving one. The commitment of a Government Banking Relationship Manager and a coordinated Relationship Team allows issues or concerns to be addressed and resolved quickly. Knowing who to call, coupled with an expectation for satisfaction, is a powerful statement of trust in a true partnering relationship.

Our Relationship Managers

- Partner with other U.S. Bank product experts to build a true consultative and customer-focused relationship.
- Commit to developing and maintaining products and services that meet the needs of government entities.
- Follow state-specific regulatory requirements.
- Structure timely and accurate implementation of depository, treasury management and credit products.
- Advocate on behalf of the customer with any U.S. Bank business line providing services if another voice is need to resolve an issue or request.

Relationship Manager

Gail Heinselman

Vice President and Relationship Manager – Government Banking
428 W. Riverside Ave. 2nd Floor
Spokane, WA 99201
Homebased office in Sun City, AZ
509.951.3630
gail.heinselman@usbank.com

Gail is the Government Banking Relationship Manager for our Eastern Washington, Northern Idaho, and Arizona clients. She is responsible for ensuring that all servicing and support needs are met by each U.S. Bank Division/Department that interfaces with the City. Gail manages policy and pricing issues and partners with you to identify, offer and deliver the right mix of cost-effective solutions. Gail and other team members regularly review relationship strategy, service levels and deliverables. She will also meet with you periodically to confirm those objectives are met. How often she meets with the City is determined by you, the customer. As your Relationship Manager, Gail takes responsibility for the overall quality of service you receive. s.

Gail Heinselman's 33 year finance career started in Bank Audit and Balancing with the Seattle Branch of the San Francisco Federal Reserve Bank. Later she joined Old National Bank Return Items and Research, Treasury Management Operations and Support, Government Banking Customer Support and Training and Government Banking Relationship Management and Business Development with U.S. Bank. Gail manages a mature portfolio of government relationships in Washington, Idaho and is developing business in Arizona. Gail participated in the successful transitions of treasury management customers through three bank mergers and new balance reporting systems. This experience has been

the corner stone of her involvement and oversight of complex customer transitions to U.S. Bank platforms.

Gail was awarded the first Community Volunteer Award in 2004 by US Bank Government Banking Division for her involvement with CASA (Court Appointed Child Advocate). She has also taught life skills to adults with learning disabilities, worked at various food banks in Washington and Arizona, was a certified Lutheran Community Services Rape Crisis and Suicide prevention advocate and is currently a volunteer with Arizona Hospice of the Valley, Junior Achievement and a member of the Education Committee for the Washington Finance Officers Association.

Treasury Management

Cynthia MacGeagh, Vice President

Treasury Management and Payments Consultant - Spokane Commercial Banking

428 W. Riverside Ave. 12th Floor

Spokane, WA 99201

Phone—509.835.6118

Fax—509.835.6128

cynthia.macgeagh@usbank.com

Cynthia is a seasoned financial consultant with a collective 16 years of service at U.S. Bank. She currently serves as the Eastern Washington Treasury Management and Payments Consultant. Her 27 year career in finance includes: Mergers and Acquisitions, Private Placements, Loan Sales and Syndications, Leveraged Buyouts, Venture Capital and Commercial Lending. Her diverse finance background, coupled with her experience as a small business owner, makes her a unique treasury management specialist capable of discussing a variety of financing strategies as well as treasury/cash management solutions. She recently served as a Board Member of Rotary Club 21 and its Community Service Foundation. Through Rotary 21, she co-chairs the club's Foster KidFest Committee, which connects legally free children with prospective adoptive parents, as well the International Services Committee, which deploys funding for water projects, medical initiatives and educational advancement in developing countries.

Cynthia is a graduate of Leadership Spokane, Class of 2007. She received her undergraduate business degree from Western Washington University in 1989 with a focus in Finance. Her M.B.A. was earned through Seattle University in 1994 with a triple concentration in Marketing, Management and International Business.

Community Banking

Marvin Baird, Vice President

Branch Manager - Spokane Main Branch

428 W. Riverside Ave. 1st Floor

Spokane, WA 99201

Phone—509.835.6010

Fax—509.835.6005

marvin.baird@usbank.com

Marvin is an experienced Branch Manager with over 35 years of service with U.S. Bank. He currently serves as the Spokane Main Branch Manager. His banking career includes Retail Banking and Commercial Banking, assisting Consumer and Business customers with all aspects of their banking needs. Marvin currently serves on the Inland Leadership Council for the National Multiple Sclerosis

Society and volunteers with Junior Achievement, teaching the Global Market Place to Longfellow Elementary students.

Marvin is a 1981 graduate of Oregon State University with an emphasis in Finance. Marvin is also a graduate of Northwest Intermediate Banking School and Pacific Coast Banking School. In 2015 Marvin was selected as a Pinnacle award winner for U.S. Bank for his performance at the Spokane Main branch.

Linda Elkin, Region President

Community Banking, North Idaho/Eastern Washington Region
428 W. Riverside Ave. 12th Floor
Spokane, WA 99201
Phone—509.835.6111
Fax—509.835.6144
linda.elkin@usbank.com

Linda has been with U.S. Bank for 22 years and currently leads the North Idaho and Eastern Washington market as Region President. Linda is active in a number of non-profit boards including Past-Chairman of Greater Spokane Incorporated, the largest regional chamber of commerce and economic development corporation in Eastern Washington. She is also a board member of the Spokane Angel Alliance, serves as a member of the U.S. Bank PAC board, and a past board member for United Way of Spokane County. Linda also serves on the Mayor's Economic & Policy Roundtable for Mayor David Condon of the City of Spokane.

Linda graduate of Leadership Spokane and U.S. Bank's Leadership Excellence program at the University of St. Thomas. Linda received a B.A. and an M.B.A. from Washington State University with an emphasis in Marketing and Organizational Behavior in 1992.

Payment Solutions

Melody Ogle – Enterprise Account Manager

7300 Chapman Highway
Knoxville, TN 37920
865.403.8369
melody.ogle@elavon.com

Melody Ogle has been with Elavon since 2001. As an Enterprise Account Management Client Executive, Melody is responsible for the overall management of a book of National Accounts; including maintenance, growth, strategic direction, overall client satisfaction and contract renewals. She consults with clients through data analysis, industry education, presentation of performance results and recommending action to improve performance. She stays current on card association regulations, PCI Compliance, products and industry trends

Jake Pederson – Premier Relationship Manager

7300 Chapman Highway
Knoxville, TN 37920
865.403.7519
jake.pederson@elavon.com

Jake Pederson has a strong background in both payment processing and technical support. Starting in general customer care, Jake was quickly promoted to our Premier Services team, which provides an elite level of service to our national accounts and partnership banks, and finally to our Nationals team, offering a single escalated point of contact for our most valued customers.

Money Center

Craig J Oliver

1420 5th AVE - Seattle, WA 98101

1-888-827-4381

craig.oliver@usbank.com

Craig has been with the US Bank's Money Center for 10 years and has over 15 years of financial industry experience. He covers all of the Washington and Oregon markets for the Money Center - an ultra conservative, short term investment division within US Bank. Craig works with all product lines and is located in the Downtown Seattle US Bank tower. Craig attended and played baseball at George Fox University in Newberg, Oregon. Craig currently holds his series 7 and 63 securities licenses.

2. Can the bank provide at least one dedicated service representative and one backup service representative in the local area or within the Pacific Time Zone as the city's principal contact?

Yes, we will provide a dedicated service representative, Lisa Dolan, as the City's principal contact. At U.S. Bank, each CCS site is organized into smaller teams. Each team is charged with supporting a small group of customers. Each member of the City's assigned team has a thorough knowledge of the City's services, its business practices, and its key contacts for Treasury Services-related issues.

U.S. Bank uses a team servicing approach to ensure continuity of service. We recognize that quality customer service is about human interaction and familiarity with a customer's situation. The City can always talk to Lisa or another person on their team and does not have to leave voice mail messages.

U.S. Bank Commercial Customer Service Seattle

Monday through Friday 5 a.m. – 5 p.m. PT

1420 5th Avenue

Seattle WA 98101

800.346.2249

commercialcustservice4@usbank.com

Every call into Commercial Customer Service is entered into their Online Tracking System. This means that each of the team members has access to all of the information concerning the customer request and may quickly refer to it during the call. You only have to tell us once. Any extraordinary situations are escalated to the appropriate higher levels for special attention and prompt resolution. This system also automatically calculates and reports the frequency of issues reported and identifies areas in product servicing that may require special attention or updates.

A.3 References

Provide names and phone numbers of three references, preferably within the governmental arena that are currently using the bank's depository services requested in this RFP. The references must include contact name, title, address, e-mail address, telephone number and services used.

We are proud to provide the following references with similar types of business services and size and/or banking services to confirm our clients' confidence in our ability to deliver the highest quality products and services.

City of Kennewick

Dan Legard, Finance Officer

210 W 6th Ave Kennewick, WA 99336

509.585.4477

dan.legard@ci.kennewick.wa.us

Longevity of Relationship: 38+ years

Services Used

Depository Services, Account Reconciliation Services, SinglePoint, Wire Transfers, *E-Lockbox, ACH Services, Coin and Currency Services, Cash Vault, Merchant Services

City of Kent

Joe Bartlemay, Finance Officer

220 Fourth Avenue South Kent, WA 98032-5895

253.856.5260

jbartlemay@kentwa.gov

Longevity of Relationship: 30+ years

Services Used

Depository Services, Account Reconciliation Services, SinglePoint, Wire Transfers, Zero Balance Accounts, Lock Box Services, Lock Box Imaging, ACH Services, Coin and Currency Services, Merchant Services

City of Renton

Kristi Rowland, Finance Officer

1055 South Grady Way Renton, WA 98057

425.430.6947

krowland@rentonwa.gov

Longevity of Relationship: 30+ years

Services Used

Depository Services, Account Reconciliation Services, SinglePoint, Wire Transfers, Zero Balance Accounts, Lock Box Services, Lock Box Imaging, ACH Services, Coin and Currency Services, Merchant Services

A.4 Required Basic Services

1. Is the bank able to provide the following depository services:

a. Vault services

Yes. The City's Cash Vault needs will be serviced by our Spokane Cash Vault located at 428 W. Riverside Avenue in Spokane.

b. Return item processing

Yes. U.S. Bank has a range of returned item special instructions available to help reduce processing and costs related to handling returned deposited items. Special instruction features that the City can set up, in any combination, for returned items handling include:

- **Automatic redeposit**—First time returned items for non-sufficient funds (NSF) or uncollected funds reasons can be automatically redeposited. The City may elect to have all items or just those that meet a minimum dollar threshold redeposited. This feature allows for improved collection of funds and reduces the number of returned items that require processing by the customer.
- **Reporting options**—Returned Item activity can be viewed using SinglePoint Information Reporting Previous Day Detail or Image Access. Images of items can also be viewed and printed.
- **Email and fax notification**—The City may choose to receive an email or fax notification advising them of their returned item activity. Images of returned items are also available with each of these options.
- **Advice options**—To meet their information needs, the City may elect to have:
 - Original advices mailed to an alternate address other than the main address on file at U.S. Bank
 - Duplicate copies of advices mailed or faxed to as many as three different addresses or fax numbers, with the added option of also receiving copies of the items
- **Posting flexibility**—The City may choose from the following posting methods which allow them to designate the account debited for returned items, manage bank debit charges and realize improved recordkeeping:
 - Debit items to an alternate account
 - Debit an account with each returned item
 - Debit the total amount of the returned items per account per day
 - Debit an account with one debit for returned items per location per day

c. Transaction research

Yes. The City can quickly retrieve transaction information on SinglePoint. Images of issued checks, warrants, ACH or wires as well as deposited items are available with a click of your mouse.

The City can also call Commercial Customer Service (CCS) at 800.346.2249 for inquiries regarding research and adjustments. Lisa, Evangeline, Arlene, Anne, Spencer or Rachael will answer phone call

We store all paid checks and deposited items on Image Access where items can be retrieved for seven years.

d. Daily and monthly reporting by both paper and electronic methods

Yes. The City may choose to utilize both methods of delivery. Electronically on SinglePoint and paper copy in the mail.

e. Online system for account review and download of data

Yes. SinglePoint Previous Day and Current Day reporting of transactions detail and also the image of deposits and the deposited items; issued checks and warrants, detail of incoming ACH and Wires as well as detail of issued ACH and Wires. This detail can be downloaded into special reports created by the City. It can also be transmitted in BAI to a Workstation.

DDA and Account analysis statements are available for view and download through SinglePoint special reports.

f. ACH processing

U.S. Bank can meet the City's ACH processing needs. Each month U.S. Bank processes over 97.8 million ACH transactions of more than \$1.2 trillion. More information on ACH processing guide lines and protocol is included under related topic throughout our response.

g. Wire processing

Yes, we can meet the City's wire processing needs. We process \$1.2 trillion in released wires a month..

h. Check and warrant processing of both encoded and non-encoded items

Yes, we can efficiently and accurately process the City's encoded and non-encoded checks and warrants. U.S. Bank processes \$95 million every day in checks drawn on other institutions; 88 million checks are processed and imaged.

i. Automatically return as stale dated any check that has a past issue date of six months or greater on any city account

Yes, we can using Positive Pay services. Stale-dated items presented appear on the exception list with a reason code: "Cancel on File." The City then has the opportunity to pay or return the item. Items presented for payment at the U.S. Bank teller line will be refused.

j. Account reconciliation and maintenance

Yes. With Full Reconciliation, the City simply forwards to U.S. Bank the register information on all checks issued along with a list of deleted or cancelled items. Issue information is then compared to your account activity to produce the reports. Since U.S. Bank automatically adjusts and corrects misencoded items, this service virtually balances your checking account for you.

k. Credit and debit card services

Yes. The City will experience a seamless, simplified card issuance process with U.S. Bank at no cost. Please refer to our response to **Section A.33** for more detail regarding **Credit (travel) Card Services**.

Elavon offers a full line of payment processing services for municipalities. We have been your trusted partner for over five years and greatly desire to continue and expand our relationship with you. Please refer to our response in **Section A.34** for more detail regarding **Payment Card Services**.

l. Same day availability of funds

Yes. U.S. Bank is using the Premier Funds Availability Schedule for the City. It assigns same day availability to cash, on-us items end of day; incoming wires posted before 5pm PT and incoming ACH credits posted by end of day processing. Please refer to our response in **Section A.28** for information regarding funds availability.

m. Concentrator service

Yes. The City currently uses E-Lockbox service, previously called Bill Consolidator, to process 11,000 items a month.

E-Lockbox delivers personal Internet banking and other remotely initiated electronic consumer payments to you in a single consolidated file. We receive your customers' payments made through various originators in the Payment Network. On the same day payments are processed, your designated U.S. Bank account is electronically credited with collected funds and remittance data is transmitted to you in your preferred file format. You can upload the remittance data directly to your accounts receivable (A/R) system as you do today for paper remittances.

n. Remote deposit capture

Yes. The City can reduce desk float, errors and unnecessary risk often associated with processing paper checks when you deposit checks online using On-Site Electronic Deposit, easily accessed from SinglePoint. On-Site Electronic Deposit can save you time and money by consolidating banking relationships to make check deposits from your remote locations.

Checks can be deposited as soon as they are received without leaving your office. Increase productivity and reduce risk by not having employees leave the office to make bank deposits. Additionally, users can make deposits anytime, anywhere using a supported mobile device. Distributed workforces collecting check payments can meet daily cutoff times and improve funds availability.

On-Site Electronic Deposit's highly flexible and configurable system meets the processing needs of the City, enabling you to automatically capture check and remittance data, including images of remittance coupons and full page documents. Payment processing is expedited and manual intervention reduced by automatically posting payment information to your accounts receivable systems.

SinglePoint allows the City to view extensive reporting options for deposit, transmission and remittance data as well as access to images of checks and remittance items for more than two years. Remittance data can be downloaded or sent via transmission for automated posting to your accounts receivable system once or multiple times per day.

The City can further leverage your investment by capturing stranded lockbox payments with U.S. Bank Lockbox Remote Capture. Lockbox Remote Capture reduces time and manual effort associated with payments received at your office. With our solution you can minimize courier fees or time spent transporting payments to your local branch. Through our secure website, you can scan checks and remittance documents and electronically transmit them to your lockbox.

o. Courier service

U.S. Bank does not provide courier services. We will work with your preferred provider for any related service.

A.5 Summary of Bank's Approach – Additional Services

1. What new services or features does the bank plan to offer, and within what time frame?

U.S. Bank is committed to staying at the forefront of treasury management and payment technological advancements. A number of advancements include the recently introduced person-to-person real-time payments through Early Warning Systems (EWS) clearXchange. It is expected that business-to-person real-time payments will be rolled out in 2017. Same Day ACH credit will go live in September 2016, while Same Day ACH Debits will be permitted beginning September 2017.

2. Please indicate any additional services or innovative resources that could provide cost savings to the City while maintaining high quality assurance procedures.

U.S. Bank is committed to understanding the City's unique needs and proposing only those solutions that create either a hard or soft dollar value. We utilize a two-step approach, which we call the Working Capital Engagement, to understand and analyze your current payables or receivables processes resulting in a customized analysis and strategy designed to optimize your working capital. In May of 2016, we shared with the City the results of our Working Capital Engagement. In the following weeks, we completed several presentations/demonstrations of several solutions. We have included our **Working Capital Engagement** presentation deck in the **Exhibits-Reference** section for your review. Slides 19 and 26 illustrate the hard and soft dollar Working Capital Advantage for payables and receivables, respectively.

3. Include any utilization of subcontractors with the name and a description of their capabilities.

U.S. Bank engages several vendors for treasury management services, but U.S. Bank retains responsibility for setup and customer support. U.S. Bank outsources services when the vendor offers a proven product and provides quality services. Current Treasury Management vendors are:

Service	Vendor
UPIC® secure account identifier	Electronic Payments Network (EPN)
WEB Cash Concentration and Web Automated Cash Concentration	FIS Corporation (formerly Metavante)
EasyTax (Electronic Tax Payments)	First Data Government Solutions
Direct Deposit of Payroll	ADP Payroll Services, Inc. (ADP is responsible for customer setup and support)
On-Site Electronic Deposit, Deposit Express and Electronic Cash Letter Deposit	RDM Corporation
ACH Faxed Returns	Premiere Global Services, Inc., a US Ptek Holdings, Inc. company)
ACH Positive Pay	Fiserv Corporation.

4. Provide information on how your bank plans to keep your product line competitive.

A culture of innovation is active and productive at U.S. Bank. The City can look forward to working with a team of bankers committed to expanding technology and creating efficiencies in your operation. U.S. Bank has been recognized as one of the most innovative banks in the nation, with awards and top rankings for innovations in products, payments and mobile and online banking. The results in customer adoption and revenue are substantial.

Innovations in banking technology are constant.

- U.S. Bank completely redesigned our online banking platform and we have taken the mobile bank space by storm with developments in digital and mobile capabilities.
- We enlist a Dynamic Dozen program — a group of twenty-something employees from across U.S. Bank who advise management on the viewpoint of young customers and bankers. These individuals are especially valuable as U.S. Bank intensifies our interactions with customers through social media.

- It is not just the digital experts and product specialists who are responsible for innovation. Our distinctive leadership expectations equip employees at every level of the organization to contribute new ways to design our products, structure their businesses and do their jobs.

A.6 Disaster Recovery

1. Describe the Bank's disaster recovery plan in detail.
2. Where are the off-site recovery facilities located?
3. How quickly can a recovery site be operational in the event of a disaster?

The following general statement applies to **Questions A.6.1-3.**

U.S. Bancorp Business Continuity Planning & Disaster Recovery Program Overview

The mission of U.S. Bancorp's Business Continuity Program is to establish and support an on-going Business Continuity and Contingency Planning Program to evaluate the impact of significant events that may adversely affect customers, assets or employees. This program is designed to ensure that U.S. Bancorp can recover its mission-critical functions and applications, thereby, meeting its fiduciary responsibility to its stakeholders and complying with the requirements of the Federal Financial Institutions Examination Council (FFIEC), the Securities and Exchange Commission (SEC), the Office of the Comptroller of the Currency (OCC), the Financial Industry Regulatory Authority (FINRA) and the Office of the Superintendent of Financial Institutions (OSFI). In addition, U.S. Bancorp has met all recovery criteria as prescribed by the Interagency White Paper on Sound Practices to Strengthen the Resilience of the U.S. Financial System

The U.S. Bancorp and U.S. Bank NA Board of Directors approve the Business Continuity Program Policy annually and key issues and status are reported to the Board and Senior Executives on a periodic basis. U.S. Bancorp has developed detailed Business Continuity Plans and Disaster Recovery Plans for the restoration of critical processes, applications, infrastructure and operations. U.S. Bancorp has dedicated resources to its contingency planning and disaster recovery program. Key features of U.S. Bancorp's planning process include:

- Employee safety strategies and communications/notifications
- Systems and telecommunications accessibility
- Alternate physical site location and preparedness
- Emergency notification processes and systems
- System and data backup and recovery
- Pandemic and high employee absenteeism

The Enterprise Readiness Services Department coordinates planning, strategy, testing and monitoring of the Business Continuity and Crisis Management Program across U.S. Bancorp. The Enterprise Readiness Services Department has set forth guidelines which incorporate industry best practices for: recovery of critical business units, recovery of technology and emergency and crisis management response.

- **Business Impact Analysis**—The risk impact analysis measures the effects of resource loss and escalating losses over time, in order to provide management with reliable data upon which to base risk mitigation and continuity planning.
- **Threat Vulnerability Assessment**—U.S. Bancorp's Business Continuity Program utilizes a Threat Vulnerability Analysis (TVA) process to assess the risk of major natural hazard events and the impacts of those events on all U.S. Bancorp corporate locations and the mission critical processes/technologies executed at those locations. This analysis drives strategic recovery planning for continuity of operations for these processes and technologies at the selected

locations. The planning process assists in mitigating the potential concentration risk exposure of a single natural hazard or man-made event to any particular location or process.

- **Business Continuity and Disaster Recovery Plans**—The Plans are a documented collection of procedures and information that is developed and maintained to enable U.S. Bancorp to provide products and services at an acceptable predefined level. Recovery Plans are reviewed/approved biennially at a minimum or as changes occur to mission critical functions and applications or as a result of issues discovered during exercises/test. Plans subject to the Interagency White Paper are reviewed/approved annually.
- **Exercising/Testing**—All aspects of the plans are periodically exercised/tested in accordance with regulatory requirements and U.S. Bank policy and to demonstrate the level of recoverability. This includes plan activation simulation, including recovery strategies, crisis management and response, business continuity processes and critical infrastructure disaster recovery. Key mission critical applications are exercised on a quarterly basis. Mainframe data is mirrored and replicated to the hot site and server backups are stored off-site in a secured climate-controlled environment.
- **Audit**—Annual internal audits and periodic OCC/Federal Reserve exams are conducted of the business continuity and disaster recovery program.
- **Board of Directors Updates**—Enterprise Readiness Services provides regular updates on the status of its contingency and recovery program to the Audit Committee of the Board of Directors of U.S. Bancorp.
- **Employee Training and Awareness**—Employee Training and Awareness includes promoting awareness, testing evacuation procedures and identifying employees' roles and responsibilities in a significant event. Clear communication during an outage is vital. Many U.S. Bancorp employees who support mission critical functions have cell phones and recovery plans.

U.S. Bancorp's Business Continuity Plans are developed and maintained to address multiple recovery scenarios to include key recovery strategies for such events as: high employee absenteeism, technology outages, natural hazard impacts, etc. Below are a few examples of what might occur if we experienced an interruption of our normal business operations.

In the event a business site becomes inaccessible, U.S. Bancorp presently employs the following recovery strategies for Mission Critical functions:

- **Transfer Work**—Work is transferred to another location that does the same business function or has been cross trained
- **Relocate People within Business**—Team members are relocated to another site
- **Relocate to Regional Recovery Center**—A location, other than normal facility, will be used to process data and/or conduct critical or necessary business functions
- **Vendor Work Area Recovery**—An external site will be used for the recovery of mission critical personnel and processes utilizing a third party owned location
- **Work from Home**—Team members will work from home on a bank-owned laptop or PC

In the event of a Data Center outage, U.S. Bancorp utilizes an internal alternate data center, which is geographically disbursed, and utilizes real-time mirroring and replication of data to our key recovery centers within prescribed Recovery Time Objectives (RTO) and Recovery Point Objectives (RPO). In the event of a disaster at U.S. Bancorp that impacts your product or service, you would be notified by a member of the Product/Service Customer Support Team.

Since it is impossible to anticipate every type of potential disaster, there can be no assurance that there will be no interruption of the U.S. Bancorp's business functions in all circumstances.

This plan is subject to modification by U.S. Bancorp at any time.

A.7 Depository Service Options

1. Are night drop, vault, remote and branch service options available?

Yes. The Spokane Main branch will serve as the City's main office for branch servicing needs.

Services at Spokane Main include:

- **Lobby**—Monday through Thursday, 9:30 a.m.-5 p.m.; Friday 9:30 a.m.-6 p.m.
- **Drive-Thru**—Monday through Friday, 9 a.m.-6 p.m.
- Notary Services
- Safe Deposit Boxes
- Originate Loans
- Money Orders
- Official Checks

The City's cash vault needs will be serviced by our Spokane Cash Vault, located at 428 W. Riverside Avenue in Spokane.

Night drop services are available at these U.S. Bank Branches:

1. Indiana Ave Office 102 W Indiana Ave Spokane, WA 99205 509-327-7405	2. East Side Office 2322 E Sprague Ave Spokane, WA 99202 509-533-0042	3. Garland Avenue Office 3909 N Lincoln St Spokane, WA 99205 509-328-5112
4. Manito Office 621 E 30th Ave Spokane, WA 99203 509-455-5335	5. Northtown WA Office 123 E Queen Ave Spokane, WA 99207 509-487-3399	6. Lincoln Heights Office 2807 E 29th Ave Spokane, WA 99223 509-533-0128
7. North Spokane Office 7307 N Division St Spokane, WA 99208 509-464-0530	8. Northpointe Safeway Office 10100 N Newport Hwy Spokane, WA 99218 509-466-3819	9. Spokane Valley Office 9019 E Appleway Blvd Spokane Valley, WA 99212 509-822-3105
10. Sprague & Sullivan Office 15426 E Sprague Ave Spokane Valley, WA 99037 509-926-3640		

a. Are any processing applications outsourced to a third party? If so, name the financial institution(s) and describe the application(s).

U.S. Bank does not utilize any third parties for depository services within our footprint, including the state of Washington.

2. What is the cut-off time to ensure same day ledger credit?

a. Is it the same for night drop, vault, bank center, teller and branch services?

The Spokane Main branch's cutoff time is 6 p.m. PT.

The ledger cutoff time for the Spokane Cash Vault site is 4:30 p.m. PT.

3. Are weekend or holiday deposit services available? Is there an additional fee or discount for utilizing these services?

For branches, Saturday and Sunday deposit options are limited in the branches. Night drop depositories are available 24/7; posting delays may apply depending on processing schedules. Please refer to the pricing section for fee information.

All deposits received on weekends or holidays are credited the next business day.

Our Cash Vault Service has no deposit service on weekends and limited availability on holidays.

4. Are there any deposit restrictions?

No.

5. Are the deposit tickets that you provide available in multiple part forms? How many copies does the bank require?

Deposit tickets ordered through U.S. Bank are provided in duplicate.

The Item Processing and branch office locations require only the original deposit ticket.

6. Can the deposit tickets contain an auxiliary MICR field for our location and/or transaction information?

Yes. An auxiliary MICR field for location and/or transaction information is acceptable. Ten digits are the maximum number of usable digits in the auxiliary MICR field.

7. Do you accept loose and/or rolled coin for deposit at vault, branch and night drop locations?

Yes, U.S. Bank accepts loose and rolled coin for deposit. Large coin deposits or coin bags should be brought inside the branch for deposit, instead of utilizing the night depository.

Both U.S. Bank cash vaults and branches prefer loose coin deposits. Please refer to the **Pricing Pro Forma** provided in **Section D** of this proposal for more information about fees.

8. What are the requirements for depositing checks (e.g., pack size, audit tapes)?

U.S. Bank sets a maximum of 300 checks per batch and requests a proof tape banded to each bundle. The City is provided with unique batch ticket, block ticket and bar codes to assist in tracking deposits and enhance deposit reporting.

9. Please describe the bank's credit advice processing (online or mailed).

If the City is using an information reporting service, electronic notification is the standard means of advice information. Voice, mailed and faxed advices are optional for information reporting customers and are provided at the City's request for a fee. Mailed advices are defined as the default reporting option unless specifically declined by the City.

10. Discrepancy and write-off policies-please describe.

For branch services, all deposits that are not processed in front of the City that have discrepancies greater than \$50 are verified by two or more tellers and the City is notified to determine how to correct the

deposit. Discrepancies \$50 or less are handled by the teller preparing a separate adjustment advice and mailing it to the City's account address in our system.

- For deposits that are not processed in front of the City, there is the option of establishing special discrepancy procedures as long as the branch is in agreement with these procedures.
- Discrepancies found with the cash portion of over-the-counter deposits are adjusted immediately.

For cash vault services, bankers identify all discrepancies and adjust customer accounts for differences over \$10.

Please refer to our response to **Section A.8** for further detail.

11. Type of deposit bag used/required?

For branch services, only tamper-evident poly deposit bags must be used for armored courier transport, night drop and drop-off deposits. Cash Vault Services only accepts tamper-evident poly deposit bags. For security purposes, the cash vaults do not accept locking zipper deposit bags.

For branch services, any custom bag must be reviewed by the branch to ensure compatibility with the branch procedures.

The City must provide an example of custom deposit bags for approval by Cash Vault Services before the bag is accepted at any of U.S. Bank's cash vault locations. The City may discuss acceptable bags with your Treasury Management Consultant or local Branch Manager.

U.S. Bank offers poly deposit bags for purchase at branches on a limited basis only. Cash Vault Services requires poly deposit bags for all deposits; however, the City is not required to use U.S. Bank deposit bags; you may use their own poly bag vendor as long as the poly bag contains tamper evident security features.

Please refer to the **Pricing Pro Forma** for poly bag fee details.

12. Change order processing-please describe.

For branch services, change orders may be placed via phone or in person. City officers may come inside the branch to pick up change orders or have them delivered to your office locations via armored carrier. The lead time on placement of change orders varies. In general, large or special purpose change orders require a week or more advance notice. The City must work with local branch management to agree on lead times required for placing change order requests.

Cash Vault

Cash Vault Services utilizes the Glory VAS and Comp-U-Order automated systems to reduce cash deposit processing time and speed collection as an enhancement to the City's treasury management function. Armored carriers deliver cash and check deposits to U.S. Bank's highly secured Cash Vault. The amount of cash deposit is entered into the system and assigned a trace number. The deposit is tracked by the systems from receipt to verification, allowing U.S. Bank to constantly monitor the status of all deposits. Cash deposits are sent to the verification area while check deposits go to item processing for deposit to the City's account.

The Glory Comp-U-Order automated phone ordering system and SinglePoint Cash Vault online ordering allow change orders to be placed 24/7. Standing change orders, containing pre-determined denominational values and pre-scheduled delivery days, may be setup through Cash Vault Services to

avoid having to manually place daily orders by telephone or Web. Standing change orders allow the City's offices to set change order amounts to ensure the local stores are not ordering excessive amounts and avoid any fraud.

Security is of utmost importance to U.S. Bank's Cash Vault Service. U.S. Bank's Cash Vault has camera surveillance throughout. The Glory VAS System has built-in counterfeit detection.

Change Orders

Orders may be placed 24/7 on Comp-U-Order or SinglePoint Cash Vault. Weekend orders, including Monday inventory, must be ordered by the Friday deadline for all vaults with a one business day lead time. The City must make all arrangements with your courier for change order delivery. The change order deadline for the Spokane vault is 9 a.m. PT.

13. Standard return and re-clear processing-please describe.

U.S. Bank's standard service is to chargeback item(s) to the deposit account on the first return. We do not automatically redeposit any item without special instructions. U.S. Bank currently processes returned items at two Operations Centers: St. Paul, Minnesota and Portland, Oregon. Returned items are processed in an image-based environment using Touchless Returned Item Processing System (TRIPS) software. One of the most sophisticated in the industry.

Please refer to our response to **Section A.10** for further detail.

14. Do you accept pre-encoded checks?

Yes. U.S. Bank accepts pre-encoded checks.

Each pre-encoded depositor receives a copy of U.S. Bank's Cash Letter Services User Guide.

U.S. Bank's MICR and Image Quality Assurance group monitors deposit and MICR quality. Deposit and MICR quality is captured both automatically and manually by the check processing staff. MICR quality reports can also be generated on a daily or monthly basis, depending on the City's needs. This information is shared on a regular basis with Commercial Customer Service Bankers, Relationship Managers and sales staff. This information is shared as needed with U.S. Bank's customers to improve processing and to control reject expenses.

A pre-encoded reject fee per item is assessed to pre-encoded depositors based on the type of error that caused the reject. U.S. Bank does not use an allowable reject rate

a. Provide a copy of the bank's instructions for pre-encoded checks.

Each pre-encoded depositor receives a copy of **U.S. Bank's Cash Letter Services User Guide**, as provided in the **Exhibits-Reference** section.

b. Is there a discount for pre-encoded checks?

No, U.S. Bank does not offer discounts for pre-encoded checks.

c. Do you require that the checks be endorsed in conformance with Reg CC in order to qualify for a discount?

U.S. Bank does not offer discounts for pre-encoded checks.

d. Describe your encoding quality monitoring process.

U.S. Bank's MICR and Image Quality Assurance group monitors deposit and MICR quality. Deposit and MICR quality is captured both automatically and manually by the check processing staff. MICR quality reports can also be generated on a daily or monthly basis, depending on the customer's needs. This information is shared on a regular basis with Commercial Customer Service Bankers, Relationship Managers and sales staff. This information is shared as needed with U.S. Bank's customers to improve processing and to control reject expenses.

15. Remote deposit services including check truncation and check conversion

a. Scanning equipment, software, transfer procedures, batching and security.

Scanning Equipment

The table below lists certified check scanners available from U.S. Bank:

Scanner Brand/Model	Scanner Type	Speed In Documents Per Minute (DPM)	Scanner Size
Digital Check CheXpress [®] (CX) 30	Single document feeder	30 DPM	H: 7.4" W: 3.9" L: 9.4"
Panini I:Deal [™]	Single document feeder	20 DPM	H: 3.2" W: 6.6" L: 7.9"
RDM EC7000i/EC7500i [™] Series	Single document feeder	20 DPM	H: 4.8" W: 5.9" L: 8.8"
Digital Check TellerScan [®] (TS) 240: 50/100	Multiple document feeder	50/100 DPM	H: 7.5" W: 5.1" L: 11.1"
Epson [®] CaptureOne [™] 30, 60, 90	Multiple document feeder	30/60/90 DPM	H: 6.9" W: 6.3" L: 14"
Panini Vision X [®] 50/100	Multiple document feeder	50/100 DPM	
Burroughs SmartSource Adaptive	Multiple document feeder, supports 8.5"x11" document sizes	70 DPM (check) 30 DPM (full page)	H: 11.3" W: 6.4" L: 20.2"

Additional scanners are compatible with On-Site Electronic Deposit; however, support may be limited.

Software

During the first login to On-Site Electronic Deposit, a series of Web components must be installed and configured on the workstation. Administrative privileges are required on the workstation to complete installation. The typical setup and installation process is conducted as part of our training via phone and WebEx.

Transfer Procedures

Users can distribute the results of an image search from the EDM system via a File Transfer Protocol Secure transmission. The data export is in XML format and can be pulled on demand and/or scheduled for hourly, daily, weekly or monthly transmission.

Batching

There is not a limit on the number of checks or batches that can be included in a single deposit. However, only 300 checks or items can be contained in any one batch within On-Site Electronic Deposit.

To clarify, with On-Site Electronic Deposit, a unit of work is the batch. The batch size is variable and can be configured to provide the operator a warning when a specified number of checks have been scanned and a hard-stop based on batch size can be configured where the batch will end.

Security

Access to On-Site Electronic Deposit and the Electronic Deposit Manager (EDM) system is attained via Single Sign-On through SinglePoint, which incorporates multi-layer authentication.

Users are authorized individuals within an organization with required access to On-Site Electronic Deposit and EDM as well as data stored within it. Before anyone in the organization can access the system, a customer assigned System Administrator must add users to the system. Depending on their responsibilities, different users assume different roles in On-Site Electronic Deposit and EDM with defined level of access. For example, System Administrator users can drill down to access data at the lowest level of any member node; whereas users with the Research role have limited access to only their specific member node. The roles and responsibilities of users differ from organization to organization.

All the same security measures that protect SinglePoint (128-bit SSL encryption protects the entire SinglePoint session) and U.S. Bank systems deploy sophisticated security and extensive firewall protection to guard against unauthorized access to information.

b. Portal entry or stand-alone service.

On-Site Electronic Deposit is a robust, scalable and highly configurable web-based application.

c. Deadlines for same day credit of deposits.

The following table illustrates the deposit deadlines (in Pacific Time) for same-day ledger credit of funds:

Deadline Description	Deposit Deadline	Bank Processing Time
Morning	6 a.m.	8 a.m.
Mid-Morning	9 p.m.	11 a.m.
Mid-Day	12 p.m.	2 p.m.
Early Evening	4 p.m.	6 p.m.
End-of-Day	8 p.m.	10 p.m.

d. Document retention policy for checks converted to ACH or processed via remote deposit capture.

Items processed through remote deposit capture or converted to ACH are stored for three business days, then destroyed.

e. **Liability for fraudulent deposit items.**

You are the owner of your depository account(s) and liability resides with the City. The City would go to the individual who paid with a nsf or fraudulent check for the service being provided.

A.8 Deposit Verification

1. **How many bank employees are present when deposit bags are opened? What specific security measures are employed?**

For branches, one employee is present when opening deposit bags for post-verification. Employees who accept and process deposits must also initial the drop-off deposit log, ensuring that U.S. Bank has complete documentation if more than one person touches the deposit.

For cash vault and night drop deposits, all cash transactions are processed in a dual control environment. Dual control is defined as two bank employees or one bank employee plus a security camera.

2. **How will you return the validated deposit receipts to us? Within what time frame?**

In the case of a post-verified or drop-off deposit a receipt is not issued at the time the deposit is handed to the teller. However, the deposit is logged and recorded until verified. Verification of the deposit takes place before the branch closes for the day.

Deposit receipts can be picked up at the branch or mailed to the City's location.

3. **If credit is given, when does verification take place? In 24 hours? 48 hours?**

Deposit verification is done within 24 hours.

4. **Does the bank identify and adjust all discrepancies?**

For branch services, all deposits that are not processed in front of the City that have discrepancies greater than \$50 are verified by two or more tellers and the City is notified to determine how to correct the deposit. Discrepancies \$50 or less are handled by the teller preparing a separate adjustment advice and mailing it to the City's account address in our system.

- For deposits that are not processed in front of the City, there is the option of establishing special discrepancy procedures as long as the branch is in agreement with these procedures
- Discrepancies found with the cash portion of over-the-counter deposits are adjusted immediately

For cash vault services, bankers identify all discrepancies and adjust customer accounts for differences over \$10.

a. **If not, at what dollar amount do you write off discrepancies?**

For cash vault services, with discrepancies of \$10 or less, no adjustments are made to the deposit. For proof, with discrepancies of less than \$1, no adjustments are made to the deposit.

b. **Do you adjust the deposit amount or process an adjusting debit or credit?**

Branch

For over-the-counter deposit discrepancies, the City can change and initial the deposit slip reflecting the adjusted deposit amount.

Night deposit, post-verification or armored courier delivered deposit discrepancies \$50 or less are adjusted by either a) correcting the original deposit slip and initialing the change; or b) posting an offsetting correction to the City's account. Any branch adjustment over \$50 to a deposit ticket when the City is not present requires that two tellers verify the deposit amount and contact the City for adjustment instructions (change the deposit amount, post a separate correction, or hold the deposit for the City to retrieve).

Cash Vault

Cash Vault Services creates a separate customer deposit credit or debit adjustment for discrepancies.

c. **What is the standard procedure for reporting deposit adjustments?**

For branch services adjustments, separate adjustment advices may be prepared. Copies of adjustment advices may be picked up at the branch or mailed to the City's account address on our system.

For cash vault services, bankers identify all discrepancies and adjust customer accounts for differences over \$10. Cash Vault Services creates a separate customer deposit credit or debit adjustment for discrepancies. Cash vault adjustments transaction detail is available via SinglePoint previous day reporting or BAI file.

d. **Can the above information be sent electronically on a daily basis?**

Yes.

5. **What is the bank's policy on receipt of tampered bags?**

All bags are inspected upon receipt. Any bag with evidence of tampering may be refused. At U.S. Bank's discretion, a bag's contents may be counted while under dual control of an employee and supervisor.

6. **When counterfeit bills are discovered, what is your notification and adjustment process?**

The amount of the counterfeit note is charged against the customer account. The description on the adjustment is listed as "Counterfeit Currency."

A.9 Vault Services

1. **How much advance notice is required for coin and currency orders?**

a. **Lobby pickup**

The lead time on placement of change orders varies. In general, large or special purpose change orders require a week or more advance notice. The City must work with local branch management to agree on lead times required for placing change order requests. For branch services, change orders may be placed via phone or in person. Customers may come inside the branch to pick up change orders or have them delivered to their store locations via armored carrier.

b. **Armored or courier pickup**

Orders may be placed 24/7 on Comp-U-Order or SinglePoint Cash Vault. Weekend orders, including Monday inventory, must be ordered by the Friday deadline for all vaults with a **one business day lead time**. The City must make all arrangements with their courier for change order delivery. The change order deadline for the Spokane vault is 9 a.m. PT.

2. Are there minimum purchase requirements (e.g., standard straps of currency and full boxes of coin)? Is a discount offered for purchasing standard amounts? What settlement options are available for coin/cash orders (e.g., cash, check, debit to account, wire)?

For branch services, change orders should be placed in minimum increments of full straps of currency and full rolls and boxes of coin whenever possible. Settlement options include cash for cash exchange, U.S. Bank check, or branch prepared debit to a U.S. Bank account at the time the order is prepared.

For cash vault services, vaults provide strapped and loose currency. U.S. Bank prefers orders of full boxed coin, but individual rolls of coin are also available. Discounts are offered for ordering full straps of currency and full boxes of rolled coin. There is a minimum order of \$1 and all orders must be whole dollars.

In all cases, U.S. Bank debits the change order amount to the City's account on the day the order is made.

3. Describe security at the cash vault center. What fraud prevention procedures are in place?

U.S. Bank offers the enhanced technology of the Glory VAS Cash Processing System for cash deposits, cash ordering and cash inventory. Few banks can offer the extensive automation, security, convenience and treasury management advantages this completely automated system provides.

Armored carriers deliver cash and check deposits to U.S. Bank's highly secured Cash Vault. The amount of each deposit is entered into the system and assigned a trace number. The deposit is tracked by the system from receipt to verification, which allows U.S. Bank to constantly monitor the status of all deposits.

Security is of utmost importance to U.S. Bank's cash vault business. U.S. Bank Cash Vaults have camera surveillance throughout. The Glory VAS system has built-in counterfeit detection.

An extraordinary amount of information is used in monitoring the quality of service provided to U.S. Bank's customers. U.S. Bank monitors information on a rolling 12-month cycle and reports errors regarding cash processing. The errors are accumulated per cash vault teller and charged against a standard error ratio assigned to each operator.

A.10 Return Item Processing

1. Can return items be automatically redeposited twice?

Yes. Special instructions can be placed on U.S. Bank's returned item processing system that allows for returned items to be automatically redeposited one time, which is the maximum. Redeposited items are not reflected on the City's DDA account or returned item advices. Location processing is available as long as the location is included within the City's endorsement and the deposit ticket.

2. Can copies of all redeposited return items be provided to the depositing location or a central office? If so, within what time frame?

Yes. Copies of returned and redeposited items can be sent hourly or at end of day by email or fax. Returned items can be viewed and a decision to redeposit or return can be made current day using SinglePoint Information Reporting. Returned and redeposited items can be viewed online next business day using SinglePoint Information Reporting Previous Day Detail or Image Access.

3. Provide the bank's standard return item and reclear processing instructions. List any non-standard options that are available.

U.S. Bank's standard service is to chargeback item(s) to the deposit account on the first return. We do not automatically redeposit any item without special instructions. U.S. Bank currently processes returned items at two Operations Centers: St. Paul, Minnesota and Portland, Oregon. Returned items are processed in an image-based environment using Touchless Returned Item Processing System (TRIPS) software. One of the most sophisticated in the industry.

Average daily volume of items processed:

▪ St. Paul	11,500
▪ Portland	<u>4,000</u>
Total	15,500

The City can establish special instructions for: redeposits, email or, fax notification, mail advices/items to an alternate address, charge items to an alternate account or provide duplicate advice copies. Transmission of returned item information with option images is also available. Online decisioning for current day items and reporting of previous day detail is available through SinglePoint. Special instructions are available by account or location.

As the City's returned items are processed by TRIPS, they go through a number of steps to determine processing procedures. Outlined below is a description of the critical steps that comprise that process:

- U.S. Bank receives returned items within an image cash letter.
- The MICR line of the item is read and compared against a captured item file created during the initial deposit process.
- The returned item is matched to an associated deposit ticket on the captured items file.
- Following the match, the system accesses the returned item special instructions associated with the item.
- Returned items are processed according to documented procedures and any special instructions on file for the account.

When returned items are forwarded to the City, the returned items are attached to an advice. A maximum of eight returned items can be attached to a single advice. For reconciliation purposes, each advice matches to a single debit on the City's bank statement.

U.S. Bank's processing of returned items may result in the City receiving multiple advices and debits on a given day. Multiple advices can be the result of many factors including segregation by store number, reject processing (bad MICR, mutilated item) and multiple cycles. Special instructions are available to allow a consolidated debit for multiple advices by location or by account. However, because returned items are processed at two different locations, a daily advice may be created by each return location.

4. Do you have the ability to interface with third-party providers of negative databases?

Yes. The original items can be mailed directly to a third party using an alternate address or advices can be faxed to an alternate number. A transmission can also be sent to a third party.

A.11 Transaction Research

1. What documentation is provided with deposit correction adjustments? What electronic delivery methods are available?

A copy of the item, backup documentation and an adjustment letter with a case number and the name of adjustment contact are provided with the adjustment. Electronic notification of the same is available.

2. Within what time frame can you provide requested copies or documentation? What electronic delivery options are available?

Reporting is provided within one business day and may consist of mail, fax and email communications

A.12 Deposit Reporting

1. Is a summary report provided totaling deposits for the period by location?

Yes. The deposit activity for all locations is reported individually and then sub-totaled.

2. Indicate the bank's capability to provide the specified detailed information for each transaction listed by yes or no answer:

Transaction Type	Master Account Number	Store Location and Shadow Acct #	Auxiliary MICR Field	Transaction Date	Transaction Amount	BAI Transaction Code
Deposits	Yes	Yes	Yes	Yes	Yes	Yes
Return Items	Yes	Yes	Yes	Yes	Yes	Yes
Deposit Correction – Teller	Yes	Yes	Yes	Yes	Yes	Yes
Deposit Correction – Vault	Yes	Yes	Yes	Yes	Yes	Yes
Deposit Correction – Proof	Yes	Yes	Yes	Yes	Yes	Yes
Coin and Currency Orders	Yes	Yes	Yes	Yes	Yes	Yes
Misc. Debits and Credits	Yes	Yes	Yes	Yes	Yes	Yes
ACH Debits and Credits	Yes	Yes	No	Yes	Yes	Yes
Wire Transfers	Yes	Yes	No	Yes	Yes	Yes
Merchant Card Deposits with Merchant Reference Number	Yes	Yes	Yes	Yes	Yes	Yes

A.13 Account Reconciliation

1. Does the bank offer Positive Pay services? If so, please describe.

Yes. The City currently uses U.S. Bank Positive Pay Services to help detect check fraud by electronically matching checks that are presented for payment to the checks you have issued. SinglePoint Positive Pay provides the tools to review exceptions, view images, make decisions, request adjustments and access history online.

Please refer to our response to **Section A.37** for further detail.

2. How are exception items under positive pay reported to the City? What is the procedure and timeline for paying and returning exception items?

U.S. Bank provides a prior day Positive Pay service with daily notification. SinglePoint will notify the City that you have exception items pending review no later than 9 a.m. PT. The City has until 3 p.m. PT notify U.S. Bank of your pay/return decisions.

3. Does the bank provide on-line check imaging so that the City can review its paid or exception items electronically?

Yes, U.S. Bank SinglePoint's image-enhanced Positive Pay product provides real-time access to images of exception items over the Internet. The City can view, manipulate and print images of exception items and enter pay/no-pay decisions on that same exception list in SinglePoint.

4. Describe the bank's check truncation service and how to receive or make copies of paid items.

U.S. Bank retains physical checks on-site for three days. Thereafter, the checks are destroyed and images are stored off-site for seven years. The City uses Image Access which provides access to paid checks and deposited items for seven years.

5. Does the bank offer Deposit Reconciliation services?

Yes. U.S. Bank's Deposit Reconciliation Service offers to entities like the City who have multiple locations an efficient way to deposit into one depository account. A single report tracks deposit and miscellaneous transaction activity by location, eliminating the need for multiple accounts and streamlining the reconciliation process.

Each location uses deposit tickets encoded with its own City-assigned number. The location information is captured and stored until the statement cutoff. The deposit reconciliation statement is then produced, reporting each location's deposits separately. Additionally, miscellaneous transactions, such as returned items and coin and currency orders, are also grouped by store number on the statement.

On a daily basis, location deposits and miscellaneous transactions are available on the Previous Day Detail Report or in the BAI2 format. Location numbers appear next to each transaction.

U.S. Bank offers transmission of the deposit reconciliation information for direct entry into the City's computer systems.

6. Is deposit activity for all depositing locations reported individually?

Yes. The deposit activity for all locations is reported individually and then sub-totaled.

7. What, if any, activity is reported as miscellaneous transactions?

Miscellaneous transactions occur if the transaction is part of a manual process. Examples of miscellaneous transactions include:

- Branch deposits using generic deposit tickets
- Branch adjustments
- Branch coin or currency
- Electronic transactions (may include wire transfers, ACH, ATM)

- Branch deposits using generic deposit tickets
- Branch adjustments
- Branch coin or currency
- Electronic transactions (wire transfers, ACH, ATM)

A.14 Electronic Deposit Reporting

1. Can you provide electronic reporting of deposit detail activity?

Yes, individual checks included in the deposit, cash total and miscellaneous transactions as described above

a. Can this detail be accessed in real time?

Current day information is updated at different times for different applications and different processing sites.

b. How often is the daily information updated?

- **Deposit Reporting**—Continuous and updated according to site-specific schedules
- **Wire Transfer Information**—Updated continuously and in real time
- **ACH Data**—Continuous and updated according to site-specific schedules
- **Controlled Draft Processing**—Twice daily, according to site-specific schedules

c. Can the information be accessed by multiple users from multiple locations?

Yes. Through SinglePoint's System Administration tool, the City can determine which accounts, services, functionality and limits each user can see and use in SinglePoint. The City's system administrator serves as your security manager. U.S. Bank assigns the system administrator at set-up after all necessary clearance documents are processed. The system administrator:

- Creates and deletes SinglePoint users
- Requests and maintains tokens, required to initiate payment transactions
- Sets and modifies user payment and transaction quantity limits
- Assigns user access to services and accounts
- Assigns initiation and approval entitlements
- Resets own and other users' passwords when necessary (regular users can change their own passwords)

Administrators can add, copy and reuse user profiles to streamline the set-up of new users. They can also modify user entitlements, account access and transaction limits at any time with immediate updates, change user status for interim periods, assign entitlements by service area, function and account access, and select user payment limits for ACH, book transfers and wire transfers. Please refer to our response to **Question 1.d** below for further detail.

d. If so, can the bank restrict users to accessing only portions of the information?

Yes. The following table describes SinglePoint user entitlement by service:

Service	Entitlements	Access and Limits
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ACH	Batches: <ul style="list-style-type: none"> Initiate Batches Approve Batches Templates: <ul style="list-style-type: none"> Create template Approve template Export template 	<ul style="list-style-type: none"> Access to accounts MSU Denver level limits User level batch initiation limits Per Batch Daily Cumulative limit User level batch approval limits Per Batch Daily Cumulative limit
ACH Additional Services	Allow access to the ACH Activity Schedule, Control totals, Positive Pay Warehouse Search services	Access to accounts
Account Reconciliation	Allow access to Account Reconciliation Reports.	Access to accounts
Book Transfer	Initiate Approve	Access to only U.S. Bank accounts
Cash Vault	<ul style="list-style-type: none"> Allow access to online ordering Allow access to reports 	Access to Cash Vault locations
External Messaging	Enable Messages	Delivery Options: <ul style="list-style-type: none"> Primary email Secondary email Mobile device LaunchPoint page Fax
Image Access	Allow access to image service (images may be viewable in other services, such as reporting, without access to Image Access service)	Access to accounts
Image File Delivery	Allow access to Image File Delivery	Access to accounts
Information Reporting	<ul style="list-style-type: none"> View current and previous day View and generate special View Images View Returned Item Images 	<ul style="list-style-type: none"> Access to accounts Access to specific special reports
International Banking Services	<ul style="list-style-type: none"> View International Balance pages View and Export International Reports Initiate Report Requests 	Access to Accounts
Investment Reporting	<ul style="list-style-type: none"> View and Export Investment Reports 	Access to Accounts
Positive Pay	<ul style="list-style-type: none"> Decision Approve decision 	<ul style="list-style-type: none"> Access to accounts Adjust amount, payee
Reverse Positive Pay	<ul style="list-style-type: none"> View transactions Decision 	<ul style="list-style-type: none"> Access to accounts Adjust amount
Stop Payments	<ul style="list-style-type: none"> Place stop payment Approve stop payment Modify stop payment parameters 	<ul style="list-style-type: none"> Access to accounts Up to 50 stop payments per submitted page Up to 50 pages of stop payment submitted per session

Wire Transfer	<ul style="list-style-type: none"> • Initiate <ul style="list-style-type: none"> - Domestic repetitive - International repetitive - Domestic non-repetitive - International non-repetitive - Repeat code request • Approve <ul style="list-style-type: none"> - Wire transfer - Templates - Repeat code requests • Create templates 	<ul style="list-style-type: none"> • Access to accounts • Limits--up to eight levels: <ul style="list-style-type: none"> - Initiate - Per transaction semi-repetitive - Per transaction repetitive - Per transaction non-repetitive - Daily cumulative (all types) • Approve <ul style="list-style-type: none"> - Per transaction semi-repetitive - Per transaction repetitive - Per transaction non-repetitive - Daily cumulative (all types)
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e. Do users have the flexibility to access only portions of the information?

Yes. The City can determine which accounts, services, functionality and limits each user can see and use, as described in response to **Question 1.d** above.

2. Is the transmission a BAI.txt formatted file?

Information is retrievable from SinglePoint in PDF, BAI2, CSV and human readable text file formats. Retrievable formats through direct transmission by U.S. Bank are the same as stated previously. An EDI 821 is available through Data Integration Services.

a. If not, what type of format can you provide?

Several options are available, as described above.

3. For daily reporting, what time each day is the data available?

Previous Day Information is available by 6 a.m. PT. Current Day Information is available by 6 a.m. PT and is updated throughout the business day until 3 p.m. PT.

4. Describe the technical support available to aid in electronic data transmissions.

The City currently receives a daily transmission of current day and prior day information reporting. Technical support is available from the Transmission Client Service Center 24/7.

During the implementation process for additional transmissions, your Treasury Management Implementation Project Manager will be assigned to support the setup. After implementation, the City may call CCS and, if necessary, the inquiry is escalated to the appropriate Technical Support team.

U.S. Bank provides customer service from 5 a.m. to 5 p.m. PT each business day.

A.15 ACH Processing

1. What are the hours of operation of the ACH unit?
 - a. What are the hours of operation of the ACH unit?

ACH Operations has staff available from 7 p.m. PT Sunday through Friday at 10 p.m. PT.

ACH Customer Service support is available Monday through Friday from 6 a.m. PT to 3:30 p.m. PT.

U.S. Bank's Transmission Client Service Group is staffed 24/7 to resolve problems related to data transmissions.

b. What are the bank's cutoff times for customer initiation of ACH transactions?

The table below lists U.S. Bank's cutoff times in Pacific Time.

Customer Input Method	Cutoff Time		
	Day Cycle	Night Cycle	Same Day Transfer
SinglePoint ACH	7 p.m. PT (Domestic)	7 p.m. PT (Domestic)	7 p.m. PT (Domestic)
	4 p.m. PT (International with FX)	4 p.m. PT (International with FX)	
FTP Transmission	8:30 p.m. PT	8:30 p.m. PT	8:30 p.m. PT
PC-CPU (Asynchronous)	8:30 p.m. PT	8:30 p.m. PT	8:30 p.m. PT
Touch-Tone Phone	n/a	n/a	n/a
Terminal (Direct Transmission)	8:30 p.m. PT	8:30 p.m. PT	8:30 p.m. PT
ACH Adjustment Requests	5 p.m. PT	5 p.m. PT	n/a
ACH Positive Pay Exception Decisions	5 p.m. PT	5 p.m. PT	n/a

c. Describe the procedures used to verify accurate and secure receipt of transmissions.

The ACH File Confirmation process detects missing files by matching the control totals reported to U.S. Bank by the City. The ACH system detects duplicate files by comparing newly transmitted files with customer files processed in the prior 30 calendar days. U.S. Bank notifies the City by phone regarding any possible duplication or loss of files.

The procedures include:

- **Secure interactive voice response access with validation totals entered by customer followed by confirmation from bank that ACH file is received and processed**—U.S. Bank offers touch-tone response access with validation totals followed by a confirmation from U.S. Bank that the ACH file was received and will be processed. Customers can confirm receipt during a window beginning 30 minutes after validating control totals and ending one hour after control total validation. Customers can confirm through fax, email, transmission or manually by re-accessing the Interactive Voice Response (IVR) unit.
- **Secure interactive voice response access with validation totals only**—Customers originating through Direct Transmission can access the ACH File Confirmation System by touch-tone telephone. The customer enters transaction totals as prompted by an IVR. The IVR compares entered amounts with amounts on the file and confirms matches and discrepancies within 30 minutes of submission. The control totals and file should be submitted simultaneously. The customer calls into the service and selects the confirmation option to validate entered totals.

d. Can the bank automatically redeposit items returned for insufficient or uncollected funds?

Yes. The ACH Redeposit service allows the City to establish standing instructions based on days or dates (also known as lags) for U.S. Bank to automatically redeposit and represent an ACH transaction

returned for non-sufficient funds (NSF) or uncollected funds (UCF). In accordance with NACHA rules, an item can be redeposited no more than two times following the return of the original entry.

The ACH Redeposit Service allows several options for items to be redeposited.

- **Step One**—The City selects how many times they want to try to collect on the item.
 - **Maximum attempts**—The City can now select one or two redeposit attempts per item. NACHA rules allow reinitiating of the entry no more than two times following the return of the original entry.
- **Step Two**—The City selects what redeposit option will work best in their collection environment.
 - **Lag Days**—Select between one to nine calendar days.
 - **Date**—Select specific dates (if the date falls on the weekend, the item will be redeposited on the next business day).
 - **Days**—Select a day(s) of the week Monday through Friday.
 - The City also has the ability to set a minimum and/or maximum dollar amount parameters to help determine which transactions will be redeposited.
- **Step Three**—The City can select an option to best meet their needs for settling these items for reconciliation.
 - **Settlement account**—Reconcile using their primary settlement account.
 - **Exception account**—Reconcile using the account used for returns.
 - **Redistribution account**—Reconcile using the account used only for settling the redeposited items.
 - The City is charged for the returned item(s), the redeposited items and for reporting. The City is charged back for settlement of the item each time the item is returned and redeposited.
 - A report of all redeposited transactions is available through SinglePoint's Special Reports menu and also by fax.

e. **How does the bank handle file, batch, and item reversals and deletions?**

The City has several options for requesting an adjustment to their file, batch or items, including through fax and phone. ACH Operations then processes these requests received on behalf of the City by accessing the ACH System and creating the updated transaction using dual authorization and security procedures. All modifications are automatically reported to an audit log maintained on the ACH System.

2. **Is the bank a sending and receiving bank of the National Automated Clearing House Association (NACHA)?**

Yes. U.S. Bank is both an originating and receiving bank.

3. **What are the bank's cut-off times for customer initiation of ACH transactions?**

The table provided above in response to **Question 1.b** lists U.S. Bank's cutoff times.

4. **What is the bank's maximum retention period for future dated transactions?**

U.S. Bank's ACH data warehouse retains future-dated transactions for up to 30 days from the initial transaction.

The City may schedule future-dated transactions through SinglePoint ACH up to one year into the future. SinglePoint stores ACH file information in its own database until two days prior to the effective settlement date, at which time SinglePoint queues the files for processing in the ACH system. SinglePoint's scheduled transactions do not affect customer risk limits until they are queued for processing two days prior to the effective date. Historical information on user actions that have been taken and batches processed through SinglePoint is retained for 60 calendar days.

U.S. Bank's ACH operating system maintains online reporting to the Commercial Customer Service Bankers for 15 days from the initial transaction. Returned transactions remain online for an additional 15 days. Historical ACH file records are maintained by date and file total for eight years.

The City does not have to maintain historical file information but you must provide specific information (Originating Company ID, File Totals, File Delivery Date, File Effective dates) about transactions for which you request file research.

5. How long are transactions maintained for on-line reporting after the effective date?

SinglePoint provides 10 calendar days of history for current day information and 60 calendar days for previous day data. Extended data retention is available for previous day data for 90 days or six months.

6. How does the bank handle file, batch and item reversals and deletions?

The City has several options for requesting an adjustment to their file, batch or items, including through fax and phone. ACH Operations then processes these requests received on behalf of the City by accessing the ACH System and creating the updated transaction using dual authorization and security procedures. All modifications are automatically reported to an audit log maintained on the ACH System.

7. Describe the bank's ACH return process.

a. When will return funds be posted to the customer's account?

U. S. Bank matches ACH return items to a combination of the following on the control file:

- Trace number
- Receiving financial institution routing and transit number
- Credit versus debit transaction code
- Dollar amount
- Account number

If one of these fields does not match, the returned item becomes an unresolved return.

- U.S. Bank ACH reviews each unresolved return and if the returned item is still unresolved, may then settle the amount to the City's settlement account.
- The exception does not appear in customer information reporting since they are handled manually due to the original item no longer existing within the ACH system.
- U.S. Bank manually faxes all unresolved return reports to the City. The volume of unresolved returns is very low.

U.S Bank's ACH return item processing is completed at end of day at which time funds are posted to the account. ACH return reports are available the next business day.

There are three options for viewing previous day settled ACH Returns online:

- The ACH Settlement report
- The ACH Return and NOC report via Special Reports
- The ACH Return and NOC report via Standard Report (includes advanced filter, sort and export options)

Each of these reports is available from SinglePoint's Special Reports menu.

ACH Returns can also be reported back to the company via fax or transmission. The ACH Return Transmission reports previous day settled returns or current day returns that will settle at end of day and is available by 7 a.m. PT.

8. The following questions relate to web-based services.

a. Does it offer the ability to establish security levels by user and by business unit?

Yes. The City's system administrator determines access rights. Please refer to **Section A.14, Question 1.d** for detail regarding individual and group user security levels.

b. What report options are available?

SinglePoint provides a full range of reporting for the City. Please refer to **Section A.1, Question 10.d.ii-iii** for detail regarding report options.

c. Can reports be imported into a spreadsheet application?

Yes. Information is retrievable from SinglePoint in PDF, BAI2, CSV and human readable text file formats. Retrievable formats through direct transmission by U.S. Bank are the same as stated previously. An EDI 821 is available through Data Integration Services.

d. How often are these programs updated?

SinglePoint has regular quarterly updates.

e. Can transactions be warehoused on the customer's PC after transmission to the bank?

Yes. The City can download and save all account information from SinglePoint.

9. Please describe all methods by which the city can submit ACH files or initiate ACH via bank software.

The City currently uses direct transmission for 12,000 items and SinglePoint ACH for 10 items.

With direct data transmission delivery of the organization files, ACH files created on the City's application systems are transmitted to U.S. Bank in NACHA format with a high level of security and reliability. Files sent to ACH by 8:30 p.m. PT are processed on the same day. SinglePoint provides complete online management and processing of ACH files and puts the City just clicks away from ACH processing and other payment options such as wire transfers and book transfers. In addition to Direct Transmission and SinglePoint ACH, U.S. Bank also offers several user-initiated alternative solutions.

- **U.S. Bank EasyTaxSM** is an easy and convenient way for businesses to quickly and accurately make federal, state and local tax payments to those agencies that accept the receipt of electronic tax payments. The convenience of uploading multiple tax payments in a single file, flexibility to send tax payments for multiple company tax IDs under a single log-in, administration rights to manage user access to tax authorities and tax IDs and reporting features are available. Customers receive subscriber access numbers and PINs upon enrollment and can access EasyTax through the internet or touch-tone telephone.

- **U.S. Bank E-Payment Service** facilitates electronic payment collection from consumers and/or businesses via the internet, IVR (integrated voice response), call center or bill payment kiosk. It is the internet connection behind the pay button on a merchant's website, the processing link from a merchant's IVR, as well as the back office interface to payments accepted by call center representatives. This secure, convenient and customizable service accepts payments made using credit-cards, signature-based debit cards, stored value cards with a MasterCard or Visa logo, bank account (ACH) (e-check), or cash. Both one-time and recurring payments are supported.
- **U.S. Bank's Electronic Check Service** enables customers to convert checks to electronic transactions at the point of sale or in the back office. Electronic Check Service offers advanced risk management features, including check verification, guarantee and collection services, to reduce check acceptance risk. The Multi-lane feature of Electronic Check Service integrates with the customer's cash register system and existing check readers to capture check data as part of the standard point-of-sale process. Checks are converted at the point of sale and imaged at the point of sale, in the back-office, at a centralized location or via outsourcing.
- **U.S. Bank On-Site Electronic Deposit** accepts checks received at the point of sale, office locations, a drop box or through the mail and enables customers to make deposits from the convenience of their store or office using a PC and a desktop scanner or mobile device. U.S. Bank On-Site Electronic Deposit supports conversion of checks to ACH ARC, BOC or POP transactions. On-Site Electronic Deposit provides batch scanning, automated data entry features, imaging and data capture of remittance coupons to facilitate processing of check payments.
- By sending a single payment and remittance file, **U.S. Bank Consolidated Payables Service** can generate various payment instruments, including ACH transactions, Wire Transfers, checks and cardless payment accounts. You do not need to maintain and support four separate payment processes.

10. Pre-notification policy and cost.

U.S. Bank recommends processing prenotes for each distinct type of ACH transaction. The prenote is an excellent way to ensure that the bank routing transit number and receiver account number are accurate. U.S. Bank suggests initiating prenotes three business days in advance of live transmission in accordance with NACHA rules.

Fees are the same as a standard originated ACH item.

11. Re-presentment of checks (RCK) through ACH on a targeted date.

U.S. Bank no longer offers RCK service. However, we are able to process RCK transmissions sent by our ACH Origination customers.

12. Security measures for ACH initiation/origination and ACH reception (ACH filters and blocks).

For security in ACH origination, U.S. Bank secures FTP transmission of ACH files using 128 bit Secure Sockets Layer (SSL) encryption combined with security components in the modern FTP standard. Together, the security method is referred to as "Secure FTP." Secure FTP offers a variety of self-service FTP options, including HTTPS, Secure FTP, SSH FTP and VPNs, all of which use channel level encryption. U.S. Bank also supports PGP file-level encryption.

For security in receipt of ACH files, services such as ACH Positive Pay, and ACH Filter and Block services as described below.

13. Describe the role of any third-party processor used by the bank to provide this service.

U.S. Bank engages several vendors for treasury management services, but U.S. Bank retains responsibility for setup and customer support. U.S. Bank outsources services when the vendor offers a proven product and provides quality services. Current Treasury Management vendors are:

Service	Vendor
UPIC® secure account identifier	Electronic Payments Network (EPN)
WEB Cash Concentration and Web Automated Cash Concentration	FIS Corporation (formerly Metavante)
EasyTax (Electronic Tax Payments)	First Data Government Solutions
Direct Deposit of Payroll	ADP Payroll Services, Inc. (ADP is responsible for customer setup and support)
On-Site Electronic Deposit, Deposit Express and Electronic Cash Letter Deposit	RDM Corporation
ACH Faxed Returns	Premiere Global Services, Inc., a US Ptek Holdings, Inc. company)
ACH Positive Pay	Fiserv Corporation.
ACH Universal	Treasury Software (referral program)

14. ACH Debit Blocks.

- The selected provider must provide full ACH debit block services. Please describe how your bank handles this feature as well as any other fraud prevention and security measures.

The City currently uses ACH Filter and Block service to protect deposit accounts against unauthorized ACH debit and/or credit transactions. Business eCheck Block is also available and allows the City to block WEB and TEL payment types and the converted check payment types: ARC, POP and RCK.

The City recently began utilizing the UPIC® secure account identifier to allow ACH credit transactions to post to your account, while also blocking ACH debits. A UPIC looks and acts just like a regular bank account, masking the City's account number and allowing the City to receive electronic credit payment without revealing sensitive bank information to your business partners.

Additionally, the City can use the SinglePoint ACH Positive Pay service to add new authorizations to their accounts online. Authorizations are a set of rules that the customer can establish to determine which incoming ACH credits and debits should be allowed to post to their accounts.

A.16 Wire Transfer Processing

- What provisions are in place to allow the customer to initiate a priority wire transfer requiring special handling and immediate release?

SinglePoint wires are directly entered into the wire queue without requesting priority. Transaction priority requires special handling by the City and U.S. Bank. For priority attention, a customer calls Commercial Customer Service after their wire transfer has been originated and accepted by the wire transfer system (this includes completed edit checks). U.S. Bank can then manually quick-release the item.

a. Is there an additional charge for this service?

Yes, there is a fee for this service.

2. How often in the last 12 months has the bank's wire transfer system had unscheduled downtime for a total of more than 30 minutes in a single day?

U.S. Bank has not experienced any unscheduled downtime for more than 30 minutes in the past five years.

a. What are the most common causes of unscheduled downtime?

No common instances of unscheduled downtime for SinglePoint.

3. Does the bank have an on-line repetitive wire setup function?

Yes, SinglePoint offers two ways to create repetitive transactions.

The City can create templates in SinglePoint and store the template information locally. The City creates the template name or ID and maintains the templates. Wire transfers sent using SinglePoint-created templates are processed as free-form (non-repetitive) payments and require no lead-time from creation to initiation.

The City can also request Repeat Codes online through SinglePoint to be set up at U.S. Bank. U.S. Bank then uploads the Repeat Codes to the City's profile to use in SinglePoint. No exchange of paper documents is necessary and the lead-time is less than five business days.

On SinglePoint, the City can assign a repetitive ID for templates they create in SinglePoint. In addition, the City is able to assign a nickname to any of the repeat codes that have bank assigned numbers and are maintained on U.S. Bank's wire transfer system (and uploaded to SinglePoint).

4. What levels and types of security safeguards exist when initiating and releasing wires.

The table below describes security safeguards for each of U.S. Bank's initiation methods.

Initiation Method	Security
Telephone: Voice-VRU (telephone)	<ul style="list-style-type: none">• A bank-issued User PIN is required to request all wire transfers.• U.S. Bank performs callback on all non-repetitive wire transfers initiated exceeding \$10,000.• Customer grants individuals callback approval authority as set forth in the Wire Transfer Agreement.• Dollar amount limits are set for users for initiation and approval.
Fax	U.S. Bank does not support wire transfer initiation by fax
LANed PC	U.S. Bank supports wire transfer initiation via LANed PC.
Internet: SinglePoint	<ul style="list-style-type: none">• A password and User ID are required to log in to SinglePoint.• A VeriSign token is required to enter the Wire Transfer service within SinglePoint.• A bank-issued User PIN is required to request all wire transfers.• A Secondary Authorization (approver) is required on all free-form wire transfers.• Dollar amount limits are set for users for initiation and approval.• Cumulative dollar amount limits per day for initiation and approval are also available.

- 128-bit SSL encryption through the browser encrypts the entire SinglePoint session.

CPU to CPU: Batch Wire

Security procedures for wire initiation approval and submission are defined, managed and maintained at the City site prior to the wires being sent to U.S. Bank for processing.

A.17 Wire Cut-Off Times

1. What are the opening hours and the cut-off times for initiating wire transfers to ensure same-day execution?
 - a. List by type of transfer and method of communication.

The following are U.S. Bank's opening hours and cutoff times in Pacific Time for initiating wire transfers to ensure same day execution.

Input Method			
Type of Transfer	Internet (SinglePoint)	Voice or VRU	CPU-CPU (Batch Wire)
Domestic			
Same Day Fedwire and Drawdown	5:30 a.m.-2:30 p.m.	5:30 a.m.-2:30 p.m.	5:30 a.m.-2 p.m.
Same Day Internal	6:30 a.m.-4 p.m.	5:30 a.m.-4 p.m.	5:30 a.m.-2 p.m.
Future Day Fedwire, Drawdown and Internal	5:30 a.m.-4:30 p.m.	5:30 a.m.-4:30 p.m.	5:30 a.m.-2 p.m.
International*			
Same Day (USD)	5:30 a.m.-3 p.m.	5:30 a.m.-3 p.m.	5:30 a.m.-2 p.m.
Same Day (Foreign Currency)	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.
Future Day – 1 day only (USD)	5:30 a.m.-4:30 p.m.	5:30 a.m.-4:30 p.m.	5:30 a.m.-2 p.m.
Future Day – 1 day only (Foreign Currency)	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.	5:30 a.m.-2 p.m.

**Please Note: International wire transfers are sent on the day U.S. Bank is instructed to send it. The value date defines the date the beneficiary should receive the funds within their account. However, U.S. Bank does not have control over an international bank and the process they use to complete the wire.*

2. What is the cut-off time for incoming domestic wire transfers to receive same day credit?

The cutoff time is 5 p.m. PT for same-day credit on incoming domestic wire transfers.

A.18 Wire Confirmation

1. How soon after wire execution would an internal bank confirmation/sequence number (not the Fed Reference number) be available? Explain any delays.

SinglePoint assigns an internal control number and confirmation status of “in process” immediately upon submission of the request. When the request enters the wire transfer system, the record is assigned a PAR number.

Voice-VRU and Batch Wire methods also assign PAR numbers and both the PAR numbers and Fed Reference numbers are reported in wire transfer reporting.

2. **How long does it take for the Fed Reference number to be assigned to a wire assuming no repairs are needed and there are sufficient funds in the account? Explain any delays.**

A Fed Reference number and transmit time are assigned to the payment once it is successfully received by the Fed from U.S. Bank. Approximately 94 percent of U.S. Bank wire transfers have a Fed Reference number within one hour. Delays are incurred only if repairs are needed or if there is a daylight overdraft on the account.

3. **Have there been interruptions in the processing of wire transfers due to the bank managing its net debit cap?**

No. U.S. Bank has never had an interruption related to its net debit cap.

- a. **What steps are you taking to ensure uninterrupted service?**

U.S. Bank has a substantial cap at the Federal Reserve and manages the cap conservatively.

4. **When and how can a wire transfer be canceled after it is released to the system by the City?**
 - a. **What is the latest time in the day to cancel?**
 - b. **Is there a charge for cancellation?**

Wire transfers are processed quickly in a highly automated environment. Once an initiated wire transfer has been approved, The City must intervene manually to cancel a wire. The City must contact Commercial Customer Service and U.S. Bank will try to intercept the wire transfer. U.S. Bank does not define a best efforts window to cancel, nor does it set deadlines that would suggest that The City could always cancel wire transfers if reported in time.

Since U.S. Bank may attempt to intercept a wire transfer, but cannot make any guarantees of its cancellation, there is no additional charge for attempting to cancel a wire transfer.

5. **At what point does the bank assume legal liability for executing a wire transfer?**

For outbound wire transfers, U.S. Bank accepts the order when it is processed by the Federal Reserve System.

6. **What is the bank's policy in the event of a wire transfer failure for which receipt of instructions has been confirmed to the customer?**

U.S. Bank reviews each wire transfer failure on a case-by-case basis to determine how the transaction should be resolved.

- a. **How and when is the customer notified of a failed wire transfer?**

U.S. Bank includes notification of wire transfer repair on outbound wire transfers in its information reporting system. Inbound wire transfers requiring repair are generally returned to the originating bank for correction.

A.19 Wire Warehousing

1. Can the wires be input, approved and released so they will be executed automatically on value day?
 - a. Will the wire transfer system provide a tickler report of warehoused transfers that are pending current day release?

Yes. SinglePoint processes wire transfers so that they automatically execute on the value day. Future dated wire transfer transactions are viewable on the Wire Transfers Activity page.

Batch Wire requests are sorted, by batch, into current day batches and future day batches. Balance and Edit reports are returned to the City to verify that the batches were received.

Regardless of input method, future-dated wires are processed at the beginning of the processing cycle (around 5:30 a.m. PT) on the value day. Also, Automated Standing Transfer transactions are initiated on their scheduled value dates and times. Information Reporting lists all wire transfer transactions that process on a specified date, including future-dated and AST wire transfers.

2. Is it possible to cancel a previously warehoused wire transfer request before value day?
 - a. On value day?

Yes. The City can cancel previously warehoused wire transfers by contacting Commercial Customer Service at least one day before the value day because warehoused wire transfers are the first transactions processed on their respective value days.

3. What time are future value dated wires automatically executed on the value date?

U.S. Bank executes future dated wire transfers at the start of the processing cycle, around 5:30 a.m. PT, on their respective value days and does not process future dated wire transfers at different times of the day.

A.20 Wire Processing Errors

1. What is the average turnaround time for responding to inquiries about failed wire transfers?

Most inquiries about failed wire transfers initiated through U.S. Bank are resolved immediately during the initial customer contact (97 percent of inquiries). All inquiries about failed wire transfers are resolved within two business days.

2. Does the bank require the customer to submit written inquiries for resolution of wire transfer discrepancies?
 - a. Does the bank have an on-line customer service/inquiry facility? Describe inquiry options.

U.S. Bank does not require written inquiries and helps customers resolve wire transfer discrepancies through its Commercial Customer Service Hotline. Customers call a toll-free number to speak directly to a CCS specialist, who may escalate the issue to a wire transfer analyst if necessary to resolve the discrepancy.

- 52
3. Is the customer charged for wire transfer investigations? If so, how?

There is no charge for domestic wire transfer investigations. International wire transfer investigations may be assessed a charge for tracer fees.

4. Should critical errors occur, the city requires the ability to escalate matters toward a resolution. Please describe the process in place at your bank to address critical errors.

If an issue requires escalation and more detailed, second level support, the Commercial Customer Service banker assigns an operations or technical area to facilitate the resolution through Call Tracking.

Your Commercial Customer Service Banker escalates an issue further by referring it to a Team Leader or CCS Manager, or both, who maintains escalation contacts for all operations areas. Your Relationship Manager will be part of this process. Senior management team members meet each Friday to address and solve escalated issues, keeping ownership until the root cause is determined and resolved. The three-tier escalation process is as follows:

First Level of Response

Responsible	Steps
Commercial Customer Service	<ul style="list-style-type: none"> Issue reported to Commercial Customer Service (CCS) CCS tracks issue and then resolves it, or CCS escalates to product specific Level Two Support team in Operations or Treasury Management Support

Second Level of Response

Escalation to Appropriate Operations and/or Implementation Managers:

Responsible	Steps
Operations and /or Implementation Managers (Level Two Support Team)	<p>Level Two support team resolves issue and updates tracking data, or If not resolved, interested parties are brought together to assist in resolution. Parties could include:</p> <ul style="list-style-type: none"> CCS Team Leader or Site Manager Relationship Manager Treasury Management Sales Consultant Treasury Management Support Manager Operations Manager

Third Level of Response

Escalation to Senior Management:

Responsible	Steps
Who escalates	<ul style="list-style-type: none"> CCS Managers, Relationship Managers, Treasury Management Sales Consultants, Treasury Management Support Management, or Operations Management escalate unresolved issues to Senior Management
What is escalated	<ul style="list-style-type: none"> Issues with unacceptably prolonged closure Issues for customers experiencing abnormally high quantity and/or frequency of service quality/system performance issues Chronic, recurring issues Issues that risk or may risk the customer relationship
How it is escalated	<ul style="list-style-type: none"> Escalation is done by sending an email to the Operation Servicing Issues group that contains the following: <ul style="list-style-type: none"> Customer Name CCS Representative Name and Phone Number Relationship Manager Name, Business Line and Phone Number

	<ul style="list-style-type: none"> • Treasury Management Sales Consultant Name and Phone Number • Description of the issues impacting the customer
How issues are tracked	<ul style="list-style-type: none"> • An appointed Senior Management Banker will log the issues and engage appropriate Operations (or other groups) in the research and resolution of the issue • All “Open” issues recorded on the Treasury Management Issues Escalation Log are reviewed in a weekly Treasury Management Operations Service Quality meeting every Friday
Escalation Reviews	<ul style="list-style-type: none"> • There is a Treasury Management Operations Service Quality Escalation Meeting every Friday • The purpose of the meeting is to review actual performance relative to all operations and IT service level agreements (SLA). SLAs relate to system availability, accuracy and responsiveness. IT and Operations Managers speak to causes and remedial actions in process relative to missed SLAs.

A.21 Account Reporting

1. What real time reporting is available through the reporting system?

Current day information is updated at different times for different applications and different processing sites.

- **Deposit Reporting**—Continuous and updated according to site-specific schedules
- **Wire Transfer Information**—Updated continuously and in real time
- **ACH Data**—Continuous and updated according to site-specific schedules
- **Controlled Draft Processing**—Twice daily, according to site-specific schedules

2. What current day reporting is available through the reporting system?

Current Day reports include:

- Current Day Summary and Detail
- Current Day Summary
- Controlled Draft Processing/Draft Summary
- Lockbox Detail
- Current Day Detail
- ACH Summary and Detail
- Controlled Draft Processing/Draft Detail
- Wire Transfer Detail

3. What time each day is the data available (customer to specify time zone)?

Previous day information is available by 8 a.m. PT. However, often times the data is available sooner.

Current day information is updated at different times for different applications and different processing sites, as described above in response to **Question 1** above in this section.

4. How many business days is data stored on the reporting system and available for customer access?

SinglePoint provides 10 calendar days of history for current day information and 60 calendar days for previous day wire transfer data. Extended data retention is available for previous day data for 90 days or six months.

5. What technical specifications will be required for our system?

SinglePoint technical recommendations are stated below at supported and optimal levels:

Component	Minimum Workstation Requirements	Optimal
Operating System	Windows XP®; Apple® Mac OS X	Windows® 8
Browser	Microsoft Internet Explorer® 8 Mozilla® Firefox® 38+ (or current version) Google Chrome 21+	Windows Internet Explorer® 11
Screen resolution	1024x768	1280x1024 or higher

6. Is specific software required to communicate with the bank's system?

No. SinglePoint is web-based and requires no additional software. Users may need Adobe® Reader® and Microsoft Excel® or compatible application to view and print certain reports.

7. Describe the bank's security procedures for its information reporting system, both for access and information protection.

SinglePoint protects account information with the most current and proven technology available, including:

- Two-way 128-bit encryption
- SSLv3
- Individual client IDs, passwords and digital signatures
- VeriSign time based tokens are required for users to access payment services (ACH , wire transfer and investments). Tokens are pre-programmed to produce a new numerical code every 60 seconds. One token is assigned to each user at your site.
- By default, all SinglePoint entitlements must be approved by a second system administrator. The City must complete additional paperwork to waive the dual approval requirement.

An optional IP white listing security feature is available for customers who want to restrict user access to allow only specific IP addresses or IP address ranges.

The application also uses a tool called Passive Monitoring, which detects anomalies in Web traffic between user PCs and the U.S. Bank application. These anomalies include user PC viruses and malware. Once detected, U.S. Bank contacts users to communicate the detection of viruses that were identified including corrective measures to clean the user PCs.

8. Please provide samples of all available reports and the report format for download purposes.

Sample SinglePoint Reports have been provided in the **Exhibits-Sample Reports Section** of this proposal.

Information is retrievable from SinglePoint in PDF, BAI2, CSV and human readable text file formats. Retrievable formats through direct transmission by U.S. Bank are the same as stated previously. An EDI 821 is available through Data Integration Services.

A.22 Image Processing

1. Describe the bank's current or planned image processing capabilities.

U.S. Bank SinglePoint® Image Access

The City already utilizes Image Access for paid checks and deposited items. U.S. Bank SinglePoint® Image Access enables the City to retrieve and review sharp, detailed images of all paid checks, deposit tickets, deposited checks, paper debit and credit memos using the Internet. Images of returned deposited items, returned redeposited items, advices, Image Cash Letter (ICL) deposited items and ICL administrative returns are also available. Ease of use is built into each component so you save time and work more efficiently.

In SinglePoint Image Access, the flexible search tool lets you search by transaction type, account number (or all accounts), check number, amount or date. Pre-filled dropdown selections make criteria selection fast. Sort search results by any column with one click. Search results can also be downloaded for further research. Images are retrieved in seconds rather than waiting hours or days to receive a copy from U.S. Bank.

You can view images immediately if they are less than 90 days old. Paid check images can be viewed by 7 a.m. local time the day after they are paid. Same-day images can be viewed by late afternoon the day they are paid. Images older than 90 days and photocopies can be requested online from our archive, where we store seven years of images. Requests for digital archived images appear in an Image Inbox and can be shared with others.

The SinglePoint Image Access image viewer offers front and back, zoomed in and out, rotated and inverted views. Also, you can zoom directly to the endorsement, signature line, routing number or bank-of-first-deposit. You can save images for historical reference and paid check confirmation. Front and back images can be saved as standard .png files or in .zip files. You can print images to local or network printers and print multiple images at one time.

U.S. Bank Image Archive

U.S. Bank Image Archive enables organizations to retrieve and review sharp, detailed images of all paid checks from a desktop PC. Image Archive is an image storage and retrieval system that provides access to images of paid checks via CD-ROM (each fully-indexed CD-ROM holds up to 20,000 check images). This product provides a simple solution to boost productivity, reduce research time and improve customer service.

You can search for items by check numbers, amounts, paid dates, sequence numbers, account numbers, or routing transit numbers. Flexible searching capabilities allow you to search for individual items or a range of items, depending on your specifications.

The following are features of U.S. Bank Image Archive:

- Image Archive allows you to print an image quickly and easily
- Formatting features allow you to enlarge and flip the image to view specific areas of the check more easily and in greater detail
- The software allows you to copy and paste the image into another document
- Shortcut buttons bring critical areas such as the endorsement into view with one click of your mouse
- The viewing software is placed directly on the image CD-ROMs delivered to you, making implementation and future software upgrades much easier to manage
- Access to check images is controlled by your administrator, who determines system users and levels of access
- Access to Image Archive is protected by requiring a username and password
- U.S. Bank Image Archive software can be installed and run on a LAN, allowing multiple users to access images without installing the software on multiple PCs

U.S. Bank SinglePoint® Image File Delivery enables the City to receive a transmission of images and associated index information on a daily, weekly or monthly basis using standard Internet-based File Transfer Protocol (FTP) methods. The images can then be imported into your own image archive. Once the transmitted images have been imported into the City's archives, you can easily research and respond to customer inquiries promptly.

Daily image transmissions are available by 10 a.m. PT the day after the images are captured. Weekly, monthly and custom transmissions are available by 8 a.m. PT the third day after the capture cycle ends. Single Use transmissions of historical images are available within 48 hours from 4 p.m. PT of the submission date.

You can also view images directly from the following SinglePoint service areas:

- Image Access
- Information Reporting (Detail Report and Transaction Search Results)
- Positive Pay
- Reverse Positive Pay
- Stop Payments (Cleared checks only)

a. Do they include on-line customer access to return and adjustment images?

U.S. Bank SinglePoint® Image Access enables the City to retrieve and review sharp, detailed images of all paid checks, deposit tickets, deposited checks, paper debit and credit memos using the Internet. Images of returned deposited items, returned redeposited items, advices, Image Cash Letter (ICL) deposited items and ICL administrative returns are also available. Ease of use is built into each component so you save time and work more efficiently.

b. What are the hardware and software requirement for the customer?

SinglePoint services provide browser-based access to account information. Additionally, reports and transmissions can be scheduled through SinglePoint at any time throughout the day. Reports are then delivered via transmission or secure email at the specified time. Fax and email reporting allows users to receive Current and or Prior Day reporting at a preset time without logging in.

The hardware and system requirements are described in the table below:

Component	Optimal	Minimum
CPU	Pentium 4, 1.5 GHz or higher	Pentium, 166 MHz or higher
Modem	56 baud if no high-speed option exists for internet connection.	28.8 baud
Memory	512 MB – 1 GB	32 MB
Hard Drive disk space	100 MB	35 MB
Operating System	Windows XP	Windows 98, v 2.
Browser	IE 6.0 with SP2 or IE 7.0	IE 6.0

2. Does the Bank offer any Web based processes including check detail, reports, statements, return and adjustments?

a. If this technology is not yet available when will this service be provided?

Yes. All program activity is conducted online via SinglePoint.

A.23 Implementation

1. Provide a detailed description of the implementation process, including testing, training, and a timeline implementation schedule.

The City is on the U.S. Bank services platform, however, we have included detail about implementation that is used when adding other significant services as well as transitioning. U.S. Bank designed an implementation process that includes a dedicated team of professionals that will ensure a successful onboarding experience. During the implementation process, we spend the time and resources to build a solid foundation for a successful relationship between your organization and U.S. Bank. As your dedicated business partner, we work to learn about your organization and provide solutions that effectively support your business needs. Our customers count on us to provide best in class service. You can count on our commitment, accessibility and responsiveness to your needs.

Your primary contacts are your Relationship Managers, who work with your U.S. Bank implementation team. This team includes the following individuals:

- **Mark Kerr, Implementation Coordinator**—Mark plays a critical role in orchestrating the entire implementation process and is your primary contact during this phase. Mark distributes and obtains appropriate documentation from your organization to implement new services; works closely with various operations departments within U.S. Bank; and coordinates the technical team for system testing and training. Mark's level of experience and commitment will ensure your implementation is accurate and is completed within the established timeframes.
- **Cynthia MacGeagh Treasury Management Payments Consultant**—Cynthia works with the City to identify the appropriate solutions to help your organization manage cash and improve efficiencies. Cynthia will also keep you informed of new or emerging technologies that may impact the way you do business.
- **Sue Pace, Treasury Management Associate**—Sue works closely with Cynthia to establish the identified products and services.

Although there are many people involved in implementing additional Treasury Management services from U.S. Bank, you will always have one point of contact you can call upon with questions during your implementation process — your Implementation Resource, Mark Kerr. After successful implementation, the City will continue with your assigned Commercial Customer Service Team for ongoing product and account support.

2. Describe materials available and/or any on-site training provided by the bank in the areas listed below.
 - a. Operational procedures
 - b. Change order procedures/systems
 - c. Information reporting/detail transmission systems
 - d. Technical support
 - e. Software applications

U.S. Bank provides user guides when appropriate. Based on initial need assessment, U.S. Bank works with the City to assess the proper level of on-site training needed.

A.24 Conversion Plan

1. Provide a detailed description of the conversion process, including testing, and a sample implementation schedule assuming a go-live date of November 1, 2016. Please include: necessary actions; responsible parties; target completion dates; number of meetings with Treasury staff; number of meetings with other required staff, as well as a discussion of the critical factors that may impact lead time.

For those new services you wish to implement, we utilize a five step process for a seamless transition to ensure that implementation goes smoothly and meets your expectations. The five steps are:

Step 1		Discuss Implementation Strategy •A strategy will be co-designed to meet your needs with a mutually agreeable production timeline.
Step 2		U.S. Bank Implementation Team Assigned •A Project Lead will be assigned as the main point of contact during the entire onboarding process.
Step 3		Kick-off Meeting •A meeting will be coordinated with U.S. Bank and your key stakeholders where introductions and future meeting schedules, agendas and timelines will be established.
Step 4		Implementation Begins •Subject matter experts will be engaged to work with your implementation team throughout the transition.
Step 5		Discovery and Review Meetings •Meeting will be facilitated throughout the process to ensure strategic targets are met and issues are discussed in real time.

Based on the May 2016 Working Capital Engagement presentation, the following solutions were recommended and demonstrated. We have included the estimated Implementation Timeline below.

Estimated Implementation Timeline	
Accounts Receivable Solutions	
VantagePoint	
ACH/Wire	Seven to ten business days
FTP Transmission	Four to six weeks
Wholesale Lockbox Integration	22-37 business days
Wholesale Scannable Lockbox	
Lockbox with Data Transmission	45 business days
Image Look	Within the 45 days
Positive/Negative File Processing	Within the 45 days
Lockbox Remote Capture	Within the 45 days
E-Payment Service	
Standard Service	Four to eight weeks
Bill Presentment	Up to an additional four to six weeks
Kiosks	Eight to ten weeks
Accounts Payable Solutions	
SinglePoint Checks Payable	
Check Printing	Seven to ten business days
With Payee Positive Pay	30 business days
Focus Prepaid Payroll Card	Three to eight weeks

Controlled Draft Processing

U.S. Bank designed a warrant and draft specific controlled disbursement service. It recognizes the legal difference between drafts, warrants and checks. The City is never out of compliance using this service as the City's balances are only in accounts based in Washington as prescribed by RCW.

SinglePoint

The process to implement SinglePoint services is described in the table below.

Stage	Activity	Result
Gather detailed information	The Relationship Manager and Treasury Management Consultant work together to complete input data for all requested services. Input information is handed off to the Implementation Coordinator.	The City's services, including reporting options, are defined. Set-up of SinglePoint begins.
Identify primary customer contact	The City identifies a point of contact to answer questions and address implementation issues.	The City is notified that SinglePoint implementation is underway.
Integrate the services	The Implementation Coordinator contacts the operations groups from each of the selected services to ensure that interfaces are in place and defined for the SinglePoint application.	Selected SinglePoint services are operational. The services are: <ul style="list-style-type: none"> • ACH • Book Transfers • Image Access • Issue Maintenance • Positive Pay • Reverse Positive Pay • Stop Payments • Wire Transfers • Plus many others based on customer request
Assign a Commercial Customer Service Banker	Upon successful implementation, the Relationship Manager assigns a Commercial Customer Service Banker to you.	The City is able to perform and report on transactions from SinglePoint. A Commercial Customer Service Banker is available to answer questions.

Depository Services

Implementation of new U.S. Bank services begins with a discussion of customer needs and requirements. Based on this information, U.S. Bank jointly prepares a timeline to include programming, data communication and other setup activities. The average lead-time to set up new treasury management services varies by product but is typically several weeks from the receipt of signed contracts.

U.S. Bank's Implementation Team includes a Treasury Management Implementation Coordinator, a Relationship Manager and the City's Treasury Management Sales Representative. Additional team members may include representatives from data processing, communications and operations, based upon the services the City has selected.

The main steps in the implementation process are:

- The Relationship Manager or Treasury Management Sales Consultant gathers basic information to hand off to the Implementation Coordinator assigned to the account
- The City designates a primary contact to coordinate the implementation process at the City's end
- The Implementation Coordinator and the City contact work together to obtain additional details and to coordinate service setup with all of the U.S. Bank areas involved
- After obtaining all required customer information, U.S. Bank sends applicable documentation, including service agreements, user guides and other materials as necessary to the City
- The agreements and/or applicable questionnaires are completed and received by the Implementation Coordinator, which marks the start of the service setup
- During setup, U.S. Bank tests data transmissions between the City and U.S. Bank for the City using ARP, lockbox or ACH direct transmissions
- U.S. Bank first tests for connectivity through a telecommunications handshake
- Next, customer test files are transmitted for each applicable service to ensure the data is properly received
- Upon successful testing, U.S. Bank selects a production date

The main contact during implementation of services is the City's Implementation Coordinator, who procures appropriate technical expertise. After successful implementation, the City is assigned a team of Commercial Customer Service Bankers for continuing support.

Wire Transfer

Voice-VRU

Voice-VRU implementation of wire transfer services follows these steps:

- The City signs a Master Services Agreement
- The City completes and signs the Wire Transfer Authorization form to implement Wire Transfer services available through Voice or by Voice Recognition Units
- U.S. Bank sets the City up on its wire transfer system, defining PINs, accounts, limits and access codes
- U.S. Bank delivers wire transfer PINs in a secured mailing
- VRU Specific: The City defines the detail for the wire transfer that would be initiated on a more repetitive process to have a Repeat Code assigned

The City proceeds to start using the Wire Transfer service; the City contacts Commercial Customer Service Bankers (CSBs) for ongoing support.

Internet-SinglePoint

SinglePoint implementation of wire transfer services follows these steps:

- The City and U.S. Bank's Implementation Coordinator sign a Treasury Management Service Agreement to implement Wire Transfer services in SinglePoint
- U.S. Bank defines The City on its wire transfer system, defining PINs, accounts, limits and access codes
- U.S. Bank delivers wire transfer PINs in a secured mailing
- U.S. Bank sets up accounts on SinglePoint with Wire Transfer service. Tokens are sent to the City
- The City's designated system administrator sets up user access and wire transfer dollar limits in SinglePoint
- The City proceeds to start using the Wire Transfer service; the City contacts Commercial Customer Service bankers for ongoing support

CPU-CPU—Batch Wire

Batch Wire implementation follows these steps, some of which are done concurrently with others:

- The City signs a Master Services Agreement
- The City completes and signs the Batch Wire Authorization form to implement Batch Wire services
- Review the Batch Wire Specifications document to evaluate whether translation is needed
- U.S. Bank's Implementation Coordinator schedules meetings and ensures setup and testing is defined with all appropriate individuals within U.S. Bank and at the City and maintains full communication from set-up through testing to full product implementation
- The City is set up on the wire transfer system to define PINs, accounts, limits and access codes. The system sends/delivers necessary access information in a secured mailing
- The City and the wire transfer specialists develop and test any custom file formats used in transmission
- The City then tests transmissions with U.S. Bank

The City proceeds to start using the Wire Transfer service; the City contacts Commercial Customer Service bankers for ongoing support.

ACH

The following description details implementation of ACH services with the direct data transmission service option.

Stage	Activity	Result
Gathers detailed information from The City	Implementation collects application specific information via ACH Direct Questionnaire <ul style="list-style-type: none">• Implementation supplies the City with the ACH Direct Transmission User Manual and NACHA Input File Format• The City's technical support completes U.S. Bank Data Transmission Questionnaire.	Data transmission requirements defined. Application setup requirements defined.
Set up and test City in the ACH system	<ul style="list-style-type: none">• Managed File Services test communication links.• ACH Operations establishes a customer profile on the ACH system and sets up customer links with data from the Data Transmission Questionnaire.• No setup required for ACH Direct within implementation unless they are receiving a report via SinglePoint.• ACH Operations sets up file format and transmission tests; runs both twice.	File format verified as valid and readable. Transmission works between U.S. Bank and the City.
Convey security	<ul style="list-style-type: none">• ACH Operations sends the	The City is ready for

Stage	Activity	Result
information to the City	City PIN for ACH File Confirmation. <ul style="list-style-type: none"> Implementation sends out Delivery Letter confirming completion of setup and includes information on NACHA, rule book ordering and U.S. Bank Contact information. 	Direct Transmission.

On-Site Electronic Deposit

The following table outlines the steps for implementing On-Site Electronic Deposit:

Step	Task Description	Responsibility
1	U.S. Bank Relationship Manager or Technical Sales Consultant will send the following to the City: Treasury Management Services Agreement	U.S. Bank, Relationship Manager or Sales Consultant
2	The City will sign and return the following to U.S. Bank: Treasury Management Services Agreement, if applicable	The City
3	The City will open new deposit account(s) if needed	The City
4	U.S. Bank Technical Project Manager will send the City a Welcome email "package containing": <ul style="list-style-type: none"> U.S. Bank On-Site Electronic Deposit Web Questionnaire U.S. Bank On-Site Electronic Deposit Hierarchy (If needed) U.S. Bank On-Site Electronic Deposit Web Remittance Supplement, if needed U.S. Bank Data Transmission Questionnaire (DTQ), if needed U.S. Bank SinglePoint System Administration Authorization Form (if needed) 	U.S. Bank, Technical Project Manager
5	The City will complete and return all documentation from Welcome email package	The City
6	U.S. Bank Technical Project Manager will schedule and conduct kickoff and subsequent review meetings with the City and any other necessary parties (if needed)	U.S. Bank, Technical Project Manager
7	The City will provide 25 original coupons of each variety, for use in testing custom form mapping (if needed)	The City
8	U.S. Bank Technical Project Manager will complete the setup of On-Site Electronic Deposit system (hierarchy)	U.S. Bank, Technical Project Manager
9	U.S. Bank Technical Project Manager and On-Site Electronic Deposit Trainer will conduct Coupon OCR mapping and testing (if needed)	U.S. Bank, Technical Project Manager and On-Site Electronic Deposit Trainer
10	U.S. Bank On-Site Electronic Deposit Trainer will ship scanner(s) to The City by UPS ground.	U.S. Bank, On-Site Electronic Deposit Trainer
11	U.S. Bank On-Site Electronic Deposit Trainer will conduct training with the City	U.S. Bank/The City, On-Site Electronic Deposit Trainer
12	U.S. Bank - Technical Project Manager will coordinate file	U.S. Bank/ The

	transmission and format setup and testing with the City, six to eight weeks after the City is live on On-Site Electronic Deposit (if needed)	City, Technical Project Manager
13	U.S. Bank and The City will monitor systems, transition to business as usual	All

Retail Lockbox

The following description details implementation of retail lockbox services with the direct data transmission service option.

Stage	Activity	Result
Gather information. (week one)	<ul style="list-style-type: none"> You complete the Retail Lockbox Processing Questionnaire. Treasury Management Consultant works with you to define specific processing and reporting instructions. You provide a set of sample remittance documents. 	Format defined, special instructions for processing and reporting are identified.
Set up on the retail lockbox system. (week two)	<ul style="list-style-type: none"> Treasury Management Consultant inspects and completes the questionnaire then sends it to Lockbox Operations. 	Input data is ready and sufficient to define your lockbox on the retail lockbox system.
Create file and scanline for transmission test. (weeks three-four)	<ul style="list-style-type: none"> The Lockbox Implementation Coordinator for the site uses the sample remittance documents to program the unique scanline into the lockbox system Lockbox Implementation Coordinator creates a file for the transmission test. Lockbox Implementation Coordinator assigns a PO Box for your lockbox. 	File is ready for transmission testing.
Conduct transmission testing. (week five, up to week eight)	<ul style="list-style-type: none"> Data Distribution Services and you establish and test the communications link Once the communication link is established, the test file is transmitted for verification on your systems. Service is ready once testing has been completed. 	Communication is established and file format is validated. You are ready to transmit and receive retail lockbox files.
Ready to go live. (week six to eight)	<ul style="list-style-type: none"> You verify successful transmissions. Lockbox Implementation Coordinator verifies that the service is ready for live transactions. 	Retail lockbox service is ready to use.

Implementation of new U.S. Bank services begins with a discussion of your needs and requirements. Based on this information, U.S. Bank jointly prepares a timeline to include programming, data communication and other setup activities. The average lead-time to set up new treasury management services varies by product but is typically several weeks from the receipt of signed contracts.

U.S. Bank's Implementation Team includes a Treasury Management Implementation Coordinator, a Relationship Manager and the City's Treasury Management Sales Representative. Additional team members may include representatives from data processing, communications and operations, based upon the services the City has selected.

The main steps in the implementation process are:

- The Relationship Manager or Treasury Management Sales Consultant gathers basic information to hand off to the Implementation Coordinator assigned to the account.
- The City designates a primary contact to coordinate the implementation process at the City's end.
- The Implementation Coordinator and the City contact work together to obtain additional details and to coordinate service setup with all of the U.S. Bank areas involved.
- After obtaining all required City information, U.S. Bank sends applicable documentation, including service agreements, user guides and other materials as necessary to the customer.
- The agreements and/or applicable questionnaires are completed and received by the Implementation Coordinator, which marks the start of the service setup.
- During setup, U.S. Bank tests data transmissions between the City and U.S. Bank if using ARP, lockbox or ACH direct transmissions.
- U.S. Bank first tests for connectivity through a telecommunications handshake.
- Next, City test files are transmitted for each applicable service to ensure the data is properly received.
- Upon successful testing, U.S. Bank selects a production date.

The main contact during implementation of services is the City's Implementation Coordinator, who procures appropriate technical expertise. After successful implementation, the customer is assigned a team of Commercial Customer Service Bankers for continuing support.

3. Provide a draft work plan that includes a brief explanation and timeline for how you propose to most effectively manage the bank conversion and what contingencies would be in place to keep the conversion on schedule.

Please refer to our response to **Question 2** above for detail.

4. Is your bank willing to commit to reimbursing the City's costs associated with transitioning the account such as setup fees, training fees or other external conversion/implementation costs as well as any material and equipment costs? If so, please indicate how costs would be credited back to the City.

As an incentive for maintaining your relationship with U.S. Bank, we are offering an Account Analysis credit of \$25,000 on your Net Service Charges owed during the first 18 months of the new contract. Any unused Account Analysis credit expires at the end of the 18) month billing period.

A.25 Services Not Provided

1. In the event that the primary proposing bank does not provide all requested services included in this RFP, the bank will submit as part of its proposal additional partners/providers whom do provide these services. It is the sole responsibility of the primary bank to secure and maintain the relationship with any additional providers. The primary bank, at the time of bid submittal will identify all secondary providers.

U.S. Bank can provide all services requested in the RFP.

2. Describe any organizational challenges that may impact your firm's ability to provide services as detailed in this RFP.

At the present time, U.S. Bank does not foresee any issues with providing services to the City.

A.26 Costs Disclosure

1. Excluding City staff resources, describe any cost for which the City will be responsible if it converts to your bank.

Maintaining your existing suite of services would not cause an increase in cost, while adding any of the additional solutions uncovered during the Working Capital Engagement would trigger additional costs. As an incentive for maintaining your relationship with U.S. Bank, we are offering an Account Analysis credit of \$25,000 on your Net Service Charges owed during the first 18 months of the new contract. Any unused Account Analysis credit expires at the end of the 18 month billing period. The incentive may also be used to cover any of the costs associated with the proposed expansion of services. We have put together a Pro Forma Account Analysis statement assuming the City chooses to move forward with the following solutions: VantagePoint, Wholesale Scannable Lockbox, Remote Capture Lockbox, E-Payment, one kiosk and SinglePoint Checks Payable. Please refer to the **Pro Forma** for complete detail.

A.27 Customer Service and Quality

1. Will a specific customer service representative(s) be assigned to handle this business?
 - a. Describe the responsibilities of customer service personnel, including the chain of command for problem resolution.

The Commercial Customer Service Banker (CSB) is your primary contact. The CSB handles level one servicing and if the issue needs to be escalated for level two support, the City call tracking is assigned to a Lockbox Operations customer service representative for resolution. The CCS Manager has a listing of escalation contacts for all operations areas.

- b. Is local customer service support available for the customer's depositing locations?

Yes. Besides the centralized call center options, the City's Relationship Manager, treasury management officer or local branch can assist with a variety of customer service issues.

2. What are the hours of operation of the customer service unit?

Commercial Customer Service is available from 7 a.m. PT to 7 p.m. PT.

3. How does the bank handle inquiries requiring research and adjustments?

Research inquiries are initiated with Commercial Customer Service. Customer Service Bankers (CSBs) can access up to 60 days of historical data (online check and remittance document images) in the retail lockbox system to do research. If the inquiry cannot be resolved at the CCS level, the CSB escalates to Operations.

4. Are there established turn-around times for research and adjustments? If yes, specify.

Yes. Provisional credit on adjustments is given within 48 hours.

U.S. Bank has set photo image retrieval service levels (SLAs) based on the age and media of the image.

- Two days for less than 15 items under one year old
- Ten days for 15-200 items under a year old, negotiable over 200
- Four days for less than 15 items over one year
- Twenty days for more than 15 items over one year

5. What is the bank's record on meeting established response times?

For research and adjustments, U.S. Bank is at a 99 percent SLA for responding within the SLA of two business days.

6. Does the bank provide technical customer support for computer hardware, software and communications problems?

U.S. Bank's network staff can assist the City with computer hardware, software and communications problems.

7. Describe the role of 1-800 numbers in servicing our relationship.

The City utilizes toll free numbers to contact Commercial Customer Service and other Operations areas. We pride ourselves on our Customer Service. When you call 800-346-2249, you speak with one of our knowledgeable and pleasant Bankers.

A.28 Availability of Funds

1. Do the bank's availability policies differ from the Federal Reserve Bank availability schedule?

U.S. Bank is assigning the City our Premier Funds Availability Schedule. Banks have some discretion in the assignment of float. However, with the exchanging of images between banks, float is almost eliminated or at least reduced from what it once was. Where your Bank, U.S. Bank, can make a difference, is having a local cash vault. Deposits are given credit when delivered to the Vault. When the City negotiates with its armored car service, it is important to insist on same day deposit before the 4:30pm cutoff. Depending where the armored car would need to travel to or stops on their route, delays happen and credit can also be delayed.

We offer the City our **Premier Availability Schedule**, which has been included as **Exhibits-Reference**.

2. Please provide the bank's policy on receiving same day credit for deposits. The city requests same day credit for US obligation security maturities and coupon flow, on-us checks, and wires.

- **US obligation security maturities and coupon flow** - Securities and coupons are presented electronically and receive same day availability
- **On-us checks**—On-us items are given immediate availability

- **Wires**—Incoming domestic wire transfers received by the cutoff time of 3 p.m. PT will receive same-day credit

3. Is an expedited availability offered?

We offer the City our **Premier Availability Schedule**, which has been included in the **Exhibits-Reference Section** of this proposal.

A.29 Collateralization of Deposits

1. Funds to be collateralized

U.S. Bank is a participating member of the Washington State Public Funds Deposit Protection Commission and as such pledges 100% coverage of public funds. Our second quarter Consolidated Condition Report is included for your review. This is required to be sent and approved by the State in order to accept public deposits in the State of Washington.

2. Eligible collateral instruments

U.S. Bank uses a irrevocable, unconditional and nontransferable Federal Home Loan Bank Letter of Credit with the WPDPC.

3. Marking-to-market reporting requirements

Collateral Grid Market Value \$1.8B - Less Greater of Max Liab. or 100% WA Pub. Dep. Uninsured \$1.262,569B

4. Margin requirement

Equals Collateral Grid Market Value Greater Than (Less Than)Required \$537,789,431MM

5. Independent third party safekeeping requirement

The Washington PDPC uses the Federal Home Loan Bank of Cincinnati as the third party safekeeper.

6. Substitution requirements

FHLB Letter of Credit is approved. It is easier for municipal participants to "cash out" rather than sell investments, should the Bank's assets be dramatically reduced or another significant circumstance occur.

There are no substitutions for FHLB Letters of Credit. When one matures, another is issued to replace it, with the approval of the Washington PDPC.

If additional collateral is needed, an additional letter of credit is issued, again with the approval of the PDPC

7. Request that the bank confirm agreement to the government's conditions.

The second quarter of U.S. Bank's Consolidated Condition Report is approved by the State of Washington week of August 15th and included with Attachments.

8. Request name of custodian to be used

The Federal Home Loan Bank is the custodian of the letter of credit for the Washington PDPC

Our Treasury Department is the contact: Laurie Luby and Patty Finnemore. Your Government Banking Relationship Manager is available to forward any questions or requests the City might have on the Collateral of your deposits.

A.30 Online Banking Services

1. Provide information on the government's financial management system and the formats that it accepts for receiving banking data.

Please refer to our response to **Section A. 14** for detail regarding SinglePoint.

2. How banking data can be interfaced or integrated with the government's financial management system, and what support will be available under the contract.

A number of U.S. Bank's customers have set up an interface between SinglePoint and their internal systems through automated file delivery methods. If the internal system can accept a standard BAI, CSV or EDI file, no customer specific interface is needed and no additional interface charge is incurred. Otherwise, a custom output would need to be developed and development charges may be incurred.

The City may contact Commercial Customer Service with any support needs.

3. How and when training will be provided for on-line services.

SinglePoint is easy and intuitive to use. There is a detailed and context-sensitive online help function in the application. Personalized training in any or all of SinglePoint's services is available upon request. However, remember when any of the City's end users on SinglePoint find themselves online and unsure what or how to do the next step: Call Commercial Customer Service. Lisa or any of the members on the City's Customer Service Team can emulate the screen being viewed and talk the end user to the next step. Looking up instructions in a book sometimes can take more time than you have. A phone call to a knowledge person who is helpful is priceless.

4. The bank needs to provide a detailed description of its online services and a list of all capabilities, including its ability to provide the following basic services:

SinglePoint Online Banking

The tool that the County will use to access all services, monitor account activity, transfer and manage money, prevent fraud, place stops and develop reports for all of your treasury management needs is U.S. Bank's proprietary SinglePoint system. SinglePoint has been developed and is supported entirely in-house by U.S. Bank.

U.S. Bank SinglePoint, our integrated suite of treasury management services, allows the County to monitor its financial position and achieve new levels of efficiency by bringing our powerful banking services together into one easy-to-use website. With SinglePoint, you can:

- Monitor account activity
- View images
- Transfer and manage payments
- Process and deposit collections
- Prevent check and ACH fraud
- Control employee access

a. **Daily balance reporting – summary**

Prior day reports from SinglePoint include:

- Previous Day Summary and Detail
- Previous Day Summary
- Previous Day International Summary
- Previous Day International Summary and Detail

b. **Daily balance reporting – detail (with check detail and images)**

Prior day reports from SinglePoint include:

- Previous Day Summary and Detail
- Previous Day Detail
- Previous Day International Summary and Detail
- Previous Day International Detail

c. **Daily ACH and wire with full addenda information**

We offer the option to add addenda information to both current and previous day reporting on an account by account basis. This information will appear as an additional 88 record in the BAI file.

d. **Current day reporting**

Please refer to our response to **Section A1, Question 10.d.ii-iii** for detail regarding current day reporting.

e. **Intra-day reporting (real time or delayed), (optional)**

Current day information is updated at different times for different applications and different processing sites.

- **Deposit Reporting**—Continuous and updated according to site-specific schedules
- **Wire Transfer Information**—Updated continuously and in real time
- **ACH Data**—Continuous and updated according to site-specific schedules
- **Controlled Draft Processing**—Twice daily, according to site-specific schedules

f. **Transfers between accounts**

U.S. Bank SinglePoint® Book Transfers enable the City to manage your financial position and easily move funds between U.S. Bank accounts, including checking, savings and loan accounts. Funds are immediately available upon completion of a book transfer; for maximum flexibility, funds movement can also be future dated, up to 30 days in advance. Users can create book transfers on a single page or from a template.

The City can send up to 25 book transfers from a single page using the batch book transfer option, including transfers from a single account or multiple accounts and enter the same account multiple times. Up to 500 book transfers can be sent at one time by importing a comma-separated value (CSV) file of book transfers or by using data transmission methods.

An approval process provides up to two levels of control. Approvers can view full details of each book transfer and confirm approval or make modifications to single or multiple book transfers. Approval levels can be set separately for different users and template or non-template transfers.

Users can create templates for commonly used book transfer details and add a schedule to the template so that transfers are automatically initiated based on scheduled dates. Virtually all of the City's account information is pre-filled with default values and is otherwise selectable from dropdown lists. You only need to select a source, a destination, a value date and the amount.

g. Initiation of wire transfers

Please refer to our response to **Section A16, Question 4** for detail regarding wire transfer initiation.

h. Initiation of stop payment orders

U.S. Bank SinglePoint® Stop Payments enable organizations to manage their financial position with powerful search and stop payment tools. SinglePoint Stop Payments provides three methods of initiating stop payments: after initiating a check inquiry; by directly entering a stop payment request; and by importing stop payment requests. Each method supports single, batch and range entry. By default, stop payments are placed for 12 months, but you can adjust the term to either 6 or 24 months. You can also revoke a stop payment online.

The City can define ranges up to 50 checks and process a maximum 2,500 check inquiries or stop payments in a single submission. You can also revoke stops and batches of stops at the same capacity and rate.

You can search for stop payments initiated up to 45 calendar days in the past, with optional 60 or 90 day retention available. SinglePoint allows the City to view stop payment history and generate detailed daily activity reports on initiated stop payments. A stops expiration page identifies which stop payments will expire within five days—even if those stops were placed on a system other than SinglePoint. Using this page, you can select any of the expiring or expired stop payments and place a new stop payment to avoid checks being paid. If you plan to stop a check and after inquiry you find that it has cleared, the check's image is available from a "View image" link on the Check Inquiry Results page. Check images are available by 7 a.m. local time the day after they are paid.

i. Positive pay actions including time requirements

Please refer to our response to **Section A37** for detail regarding Positive Pay.

j. Initiation of ACH transactions; recurring/repetitive/future ACH debit (collection) or credit (direct deposit) transactions

Please refer to our response to **Section A15, Question 1.b** for detail regarding ACH initiation.

k. Maintenance of wire transfer templates

Please refer to our response to **Section A16, Question 3** for detail regarding wire transfer templates.

l. Stale-dating of checks

U.S. Bank offers automated Stale Date Processing through our Full Reconciliation and Positive Pay Services. The City defines the length of time outstanding issues remain valid (e.g., 60, 90, 180 calendar days). A minimum of 30 calendar days is required. U.S. Bank monitors the City's outstanding issue file and automatically cancels any items that exceed the City's specified stale date parameters.

With Positive Pay services, stale-dated items presented in cash letters appear on the exception list with a reason code: “Cancel on File.” The City then has the opportunity to pay or return the item. Items presented for payment at the U.S. Bank teller line will be refused.

A data transmission file of items cancelled due to stale date is optionally available if the City elects to subscribe to the Stale Data Processing service. Additionally, items cancelled due to Stale Date can be viewed on the SinglePoint Account Reconciliation data file.

m. Other services such as EDI, remote collection, controlled disbursement

U.S. Bank has a fully capable Data Integration Services or EDI Department which can process the full range of standards-based, file transfer initiated payment transactions. In addition they can process flat files and have any-to-any mapping capabilities. This is in addition to other reporting functionality available through SinglePoint.

U.S. Bank has several options for remote collection via our E-Payment solution and well as the utilization of our payment collection kiosks. U.S. Bank’s E-Payment Service Kiosk is a stand-alone machine that allows the City to collect payments due from your customers at a point of sale location. The kiosk will collect cash, credit and signature debit cards, and ACH debit payments that are processed through E-Payment Service and then consolidated with other payment channels for settlement and remittance.

Please refer to our response to **Section A36** for detail regarding Controlled Disbursement.

n. Confirmations availability and format

SinglePoint Issue Maintenance can provide confirmations for Positive Pay via Data Transmission File Confirmations.

ACH Confirmation procedures include:

- Secure interactive voice response access with validation totals entered by the City followed by confirmation from U.S. Bank that the ACH file is received and processed
 - U.S. Bank offers touch-tone response access with validation totals followed by a confirmation from U.S. Bank that the ACH file was received and will be processed. The City can confirm receipt during a window beginning 30 minutes after validating control totals and ending one hour after control total validation. You can confirm through fax, email, transmission or manually by re-accessing the Interactive Voice Response (IVR) unit.
- Secure interactive voice response access with validation totals only
 - If originating through Direct Transmission, the City can access the ACH File Confirmation System by touch-tone telephone. The user enters transaction totals as prompted by an IVR. The IVR compares entered amounts with amounts on the file and confirms matches and discrepancies within 30 minutes of submission. The control totals and file should be submitted simultaneously. The user calls into the service and selects the confirmation option to validate entered totals.
 - The ACH File Confirmation process detects missing files by matching the control totals reported to U.S. Bank by the City. The ACH system detects duplicate files by comparing newly transmitted files with City files processed in the prior 30 calendar days. U.S. Bank notifies the City by phone regarding any possible duplication or loss of files.

SinglePoint Wire Transfer provides a real-time interface for wire transfer initiation, confirmation and wire transfer advice reporting.

- When a user completes and submits a wire transfer request, SinglePoint immediately assigns a confirmation status and an internal control number.
- When the wire transfer is received for processing by U.S. Bank's wire transfer system, it is assigned a Wire Transfer PAR (sequence) number.
- After the wire is sent to the Federal Reserve System and is processed successfully, a Federal Reserve Reference number (Fed Reference number) is assigned.
- The completed wire transfer record displays all four tracking references — confirmation status, (internal) control, PAR and Fed Reference numbers — on the Wire Transfer Activity page in SinglePoint.
- In addition, the City may obtain this information from the Wire Activity report (full detail on all wire transfers initiated through SinglePoint) and the Wire Detail Report (full detail on all incoming and outgoing wire transfers initiated through all channels).

o. Online cleared check information/images

U.S. Bank offers three imaging products, described in the table below.

U.S. Bank Product	Description
SinglePoint Image Access	SinglePoint is an Internet-based treasury management suite of online services that includes image search and retrieval. The City can view, save and print paid check images, deposit tickets, deposited checks, paper debit and credit memos, returned deposited items, returned re-deposited items and advices. Images are accessible from a number of different services within SinglePoint and are available for seven years from process date.
SinglePoint Image File Delivery	U.S. Bank SinglePoint Image File Delivery provides a transmission of images and associated index information on a daily, weekly, monthly or custom calendar basis using standard Internet-based File Transfer Protocol (FTP) methods. We can also provide a transmission file of historical images that posted up to seven years before the request date. (Maximum of one month per file request). The images can then be imported into the customer's own image archive.
Image Archive CD-ROM	Image Archive is a CD-ROM-based long-term storage and retrieval service for end-of-cycle images of paid checks (post-statement cutoff). Image Archive includes viewing software to search, view, manipulate and print clear, crisp images from a PC. All Image Archive CD-ROMs are encrypted for protection of customer data.

p. Multi-level security administration requirements

The City can determine which accounts, services, functionality and limits each user can see and use in SinglePoint. Please refer to our response to **Section A14, Question 1.d** for detail regarding user entitlements.

q. Positive pay and Payee Positive Pay reports (including imaging of exception items

The City currently uses Payee Positive Pay to access real-time images of exception items over the Internet. The City can view, manipulate and print images of exception items and enter pay/no-pay decisions on that same exception list in SinglePoint. Reporting is available through SinglePoint.

r. Training of government's system administrator for managing access

The SinglePoint system administrator serves as your security manager. U.S. Bank assigns the system administrator at set-up after all necessary clearance documents are processed and trains the system administrator.

The system administrator:

- Creates and deletes SinglePoint users
- Requests and maintains tokens, required to initiate payment transactions
- Sets and modifies user payment and transaction quantity limits
- Assigns user access to services and accounts
- Assigns initiation and approval entitlements
- Resets own and other users' passwords when necessary (regular users can change their own passwords)

Audit features include:

- User activity audit reporting for all of the services
- Token maintenance and status reports
- User profile reports
- Account profile reports
- Service profile reports

SinglePoint offers dual system administration as an option upon set-up. If the City selects the option requiring dual system administration, then all changes to user access or limits require a second system administrator approval to process.

The City can determine which accounts, services, functionality and limits each user can see and use in SinglePoint. Administrators can add, copy and reuse user profiles to streamline the set-up of new users. They can also modify user entitlements, account access and transaction limits at any time with immediate updates. Change user status for interim periods. Assign entitlements by service area, function and account access. Set user payment limits for ACH, book transfers and wire transfers.

s. Universal Payment Identification Code (UPIC) functionality

The City recently implemented the UPIC® secure account identifier, allowing ACH credit transactions to post while blocking ACH debits from your account.

A.31 Electronic Storage of Documents

1. Information on electronic document storage options (e.g., archiving by CD or online and retention periods)

SinglePoint provides 10 calendar days of history for current day information and 60 calendar days for previous day wire transfer data. Extended data retention is available for previous day data for 90 days or six months. The City can download and retain all account information.

The City also has the option of CDROM storage. U.S. Bank offers services that enable the City to retrieve and review sharp, detailed images of their paid checks and deposit tickets from their PC. Image Archive, a CD-ROM based long-term storage and retrieval service for end-of-cycle images provides images of paid checks after an account's statement cutoff. Images of deposit tickets can also be included on the CD-ROM as an option for any non-Controlled Disbursement account.

- Each CD-ROM can contain 18,000-20,000 business-sized check images. Images can be efficiently accessed and printed from previous account statement cycles from the CD-ROMs. Quick and easy access improves a business's productivity.
- The City can search for items across multiple time periods simultaneously and by using many different search criteria. Flexible searching capabilities also allow a search for individual items or a range of items depending on their needs. There is no limit to the number of check index records that can be stored on the PC.
- Digital images are visually clearer and crisper, both on a PC screen and in print, compared to standard photocopies. Image Archive allows a customer to manipulate and enlarge an image for greater detail and precise examinations.
- Prior to burning an Image Archive CD-ROM, the bank looks at the DDA system's records to see how many items have posted to that account for the period. That number is compared to the actual number of images. At least 99% of the total items' images must be present before a CD-ROM is burned. This minimizes the chance that an image is missing when the customer searches for items in the future.
- Image Archive's software allows a user to copy and paste check images into word processing and other documents. This makes it easy to produce complete and professional looking communications to recipients such as customers, vendors, employees.

A.32 Interactive Voice Response/Interactive Web Response (IVR/IWR) Functionality

1. Describe the government's current use and requirements for this service.

U.S. Bank has reviewed the City's requirements.

U.S. Bank E-Payment Service is a highly configurable solution that allows billers to collect electronic payments from multiple payment channels and payment methods with the back office interface to provide clients consolidated electronic remittance and settlement reporting to update their account receivable system.

E-Payment Service is an effective solution for collecting a wide range of consumer and commercial payments from utility payments, insurance premiums, membership fees, charitable donations as well as payments collected by state, county and city governments, which can include tax payments, licensing fees, vehicle registrations, child support, permits, parking tickets and traffic violations.

Payment Channels: Internet, touch-tone telephone (IVR), customer enabling service center or bill payment kiosk.

- •Payment Types: One-time and installment or variable recurring
- •Payment Methods: e-check (ACH debit), credit card, ATM debit, signature-based debit cards, stored value cards (with a VISA or MasterCard logo) and cash payments if customer is using the kiosk channel

2. Please describe and price out any IVR/IWR services your firm may offer.

The U.S. Bank E-Payment Service provides you with a robust and highly configurable collections solution that can be integrated with your existing systems. It offers the ability to efficiently collect payments through multiple channels such as the Internet, Integrated Voice Response Unit (IVR) and through live agents in your call center using a single, integrated solution. All payments — including one-time and recurring transactions — are made by direct bank account debit via ACH, ATM debit card, credit card, signature-based debit card or stored value card with Visa or MasterCard logo. Once the payments are processed, you receive consolidated reports and remittance data to update your receivables system. This back office electronic payment infrastructure reduces your collection expense while appearing transparent to your customers. You maintain your identity or brand while providing additional convenience and benefit to your customers.

Your customers can conveniently make payments via the Internet or IVR, reducing the number of payments the City receives from more costly channels, such as in-person payments. U.S. Bank E-Payment Service appears transparent to the user, so the user experience remains on your website or IVR, even though the user accesses our secure payment infrastructure.

The flexibility of file formats we can deliver means the City does not have to build new or revise your current databases in order to import the receivables data into your current financial systems. Our data translation feature supports industry standard formats, such as ANSI X12 as well as proprietary file formats.

U.S. Bank E-Payment Service is hosted in a secure environment that has passed stringent security and disaster recovery audits. This environment also conforms to rapidly evolving payment association rules. Additional services, functionality and features are planned for enhancements in the future. U.S. Bank E-Payment Service is designed on a scalable system to allow for growth and flexibility of service.

IVR costs average \$0.45 per transaction plus \$0.10 per minute in addition to the E-Payment fees.

A.33 Credit (travel) Card Services

1. Number of cards that will be issued is:
 - a. Travel Cards = 250 cards - estimated for 2016
2. Annual total purchases and average card volume per card:
 - a. Travel Cards = \$500,000 total services - estimated for 2016
3. Average transaction amount:
 - a. Travel Cards = Not known
4. Please describe your firm's service, including:
 - a. Online card management processes: new card issuance, deletion, replacing, modifying, etc.

The City will experience a seamless, simplified card issuance process with U.S. Bank at no cost. To ensure accessibility and ease of use throughout the life of your program, we break down the process into the four stages detailed below:

Initial Implementation	For the initial rollout, the City submits a data file to U.S. Bank of all employees authorized to receive a card. The card order takes approximately six business days to process. After processing, U.S. Bank mails all cards to cardholders directly.
Ongoing Issuance	After implementation, Program Administrators can submit an application using Access Online, or send via fax or email. Cards ordered via Access Online before 2:00 p.m. CT with expedited delivery will be shipped the same day. For standard delivery, cards will be shipped within two business days.
Renewal	All commercial cards in good standing are automatically reissued every three years. They are mailed directly to all cardholders six weeks prior to the expiration date.
Termination	Cardholders and Program Administrators can terminate card accounts in real time within Access Online
Lost/Stolen Cards	Cardholders can call the Customer Service Center domestically or the Visa Assistance Center internationally to report a card lost or stolen and request emergency replacement.

b. Settlement terms/billing cycle options

U.S. Bank One Card payment terms are based on the billing type assigned to each card. Payment on individually billed cards is due within 25 days from statement date. Corporate bill accounts require payment in full within 30 days of the statement date.

U.S. Bank offers 19 cycle dates, from the 6th through the 25th day of each month (exclusive of the 19th of each month). If the billing cycle date chosen falls on a Saturday, Sunday or holiday, the data is cycled at the end of the next business day.

c. Payment options

U.S. Bank accepts payment via EDI, ACH, Wire, AutoPay, TelePay and check.

d. Card control and usage restriction options

The City will have the flexibility to establish predetermine spending and transaction limits on each card, eliminating the need for requisition and purchase order approvals while enhancing security.

All controls can be set down to the individual cardholder level and can be modified on an ongoing basis. Some of the control features we provide include:

- Merchant Category Code (MCC) Blocking
- Velocity Monitoring
- Cardholder Single-Purchase Limit
- Cardholder Monthly Spending Limit
- ATM Blocking
- Pre-Determined Expiration Dates

- Declining Balance Capabilities (North America Only)
- Account Maintenance Effective Dating (temporary and future adjustments)

Adjusting Controls

Spokane City Program Administrators can request changes to any of the above controls at any time using Access Online or by contacting customer service. Changes affecting a large number of cardholders can be processed more efficiently by requesting the changes through Service Point.

e. Information reporting capabilities – paper vs. electronic

Comprehensive reporting is vital to our clients for effectively managing their payment programs. With Access Online's exceptional reporting tool, clients can run predefined standard reports or create organization-driven ad hoc reports with 24 months of transaction data available online.

Access Online means immediate access to your transaction data, allowing The City to run reports whenever needed. Access Online's highly intuitive user interface makes it easy for our clients to access their vital program data. Users simply select from a list of reports, define specific selection and sort options, and choose an output type.

Custom Reporting

In addition to these standard reports, Access Online offers the following ad hoc reporting and scheduling options:

- **Flex Data Reporting**—This Access Online feature puts the control in the user's hands, so they can define what they want to see in a report. By setting the report context—date ranges, processing or reporting hierarchies and more—users are able to choose the amount of data. By defining report content (fields to include or calculate) users ensure the information they need—and only the information they need—is in the report. Users can define a logical grouping of data, and at what level it should be subtotaled.
- **Report Scheduler**—This Access Online feature is available with our Standard Reports and allows Program Administrators to schedule reports to run once or on a recurring basis. Additional features include:
 - Reports can be delivered to multiple recipients
 - Recipients can be notified via email when the report is available
 - Access to functionality is controlled by Report Scheduler entitlement

Report Formats

All reports are parameter-driven and offer a high degree of flexibility and variety of output formats, all fully exportable and viewable online. Reports are available in the browser or in PDF, XLS and dynamic HTML file formats for conversion to XML and CSV.

Reports can be accessed within the browser and can be delivered to the Access Online Secure Mailbox, in a data file or via Access Online Data Exchange.

f. Technical capabilities – Internet

Access Online provides secure internet based solution for viewing financial information and transaction monitoring. The following reports are available to track agency expenditure data:

- **Transaction Detail Report**— Shows summary allocation information for a specific accounting code and provides specific transaction detail
- **Hotel Spending**— Creates summary information for all lodge spending by hotel
- **Airline Spending**— Summarizes information for all airline spending by airline

- **Rental Car Spending**—Provides summary information for all rental car spending by car rental company
- **Temporary Service Spending**— Generates both summary and detail information for temporary services spending by agency

g. **Security features – including account number encryption policy**

Access Online Secure Mailbox

The City will receive email notification when reports are available for viewing in your Access Online mailbox. U.S. Bank does not distribute actual reports via email due to security concerns.

h. **System requirements**

Access Online is a user-friendly, web-enabled system with modest computing requirements:

Desktop/Personal Computer

- Computer with a 486/66 MHz processor or higher
- Operating systems: Microsoft Windows 98 or higher
- Recommended screen resolution size of 1024 x 768
- Adobe® Acrobat® Reader 5.0 (for reports exported in PDF formats)
- Adobe Flash Player 10.0 or higher
- Excel Viewer (for reports exported in XLS or CSV formats)

Internet Connection

- 56k or faster
- DSL or Cable recommended

Browser*

- A minimum of Internet Explorer 7.x is recommended
- JavaScript Enabled
- Adobe Acrobat Reader 5.0

Web-Based Training Software Requirements

- Macromedia Flash™ 6.0 Plug-in
- Adobe Acrobat Reader 5.0

*Access Online can be accessed on any device with an internet browser (including Macs, PCs, mobile devices, etc.) The preferred browser is Internet Explorer, on which U.S. Bank Access Online has been certified. We cannot guarantee user experience will be exactly the same when using other browsers, but our system should function within any browser.

i. **References**

Spokane County

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j. **Interface options with internal financial systems, specify interface requirements**

U.S. Bank will work with the City to integrate your commercial payment program information with your organization's financial systems. From accounts payable to electronic expense reporting and eProcurement, U.S. Bank has successfully integrated our solutions with all major financial systems, including Banner. Effective financial extracts contribute to increased processing efficiencies and cost savings. Access Online allows the City to extract the data you need in the most efficient, convenient format, providing a wide variety of financial extract options to meet your specific integration requirements.

Access Online Data Exchange fully supports both upload and download capabilities for frequently used types of files such as statement billing files, general ledger data feeds and custom reports. This functionality provides easy, automated and secure access to your data, facilitating complete integration with the City's systems. Access Online's file transfer method allows users to transfer large numbers of files with consistent, uninterrupted access.

k. **Fraud policy**

U.S. Bank has several measures to eliminate MSU Denver's exposure to fraud and abuse. Neither the City nor your cardholders will be liable for charges made to a promptly reported lost or stolen card.

U.S. Bank offers corporate liability for the City of Spokane's program. Corporate liability offers the advantages of a streamlined billing and payment and the opportunity to maximize rebate by reducing the amount of time between billing and payment in full. U.S. Bank programs automatically provide Liability Waiver coverage to reduce potential losses due to fraudulent use by cardholders. The City may elect corporate liability for your entire card program or limit this type of liability to certain types of accounts or cardholders within the program.

Liability Waiver Program

The City's liability risk can be reduced through the use of our liability waiver program. This program allows the University to request that Visa waive your liability for unauthorized charges made by cardholders. To qualify for the coverage, the cardholder's employment must be terminated. Maximum coverage is \$100,000 per cardholder account. Eligible charges are those incurred by the cardholder 75 days prior to termination, through 14 days after, provided U.S. Bank is notified within two business days of termination.

Fraud Prevention

Beyond reporting, U.S. Bank Corporate Payment Systems offers a full range of fraud prevention and investigative services as part of our standard offering to clients. The core service is driven by a team of dedicated fraud professionals focused on best-in-class service and results for our clients. Complete fraud life-cycle support includes:



Payment Analytics

U.S. Bank Payment Analytics is a web-based solution that enhances auditing practices by looking beyond traditional card controls to provide 100% commercial card transaction monitoring. Using customizable rule templates, the City can automatically review all card transactions and flag suspected card misuse and out-of-policy spending. By automatically running policy rules on all transactions, Payment Analytics makes cardholder transaction monitoring more targeted, efficient and effective. Program Administrators can receive email notifications of possible non-compliance and spend violations so they can safeguard against commercial card misuse and improve purchasing practices.

I. Rebates for purchases

State of WA Rebate:

Incentive Share Component # 1 – Participating Entity Volume - 130 bps

$$\frac{(\text{Quarterly Volume Sales per Entity} - \text{Qualifying Large Ticket Volume}) \times \text{Basis Points (percentage)}}{\text{Participating Entity Quarterly Volume Sales}} = \text{Incentive}$$

Incentive Share Component # 2 – Participating Entity Prompt Payment - 45 bps

$$\frac{(45 - \# \text{ of Average Days to Pay})}{45} \times \text{Basis Points (percentage)} \times \text{Invoice Amount (Quarter Sales Volume)} = \text{Participating Entity Prompt Payment Incentive}$$

Incentive Share Component #3 - Qualifying Large Ticket Transactions - 75 bps

$$\frac{\text{Qualifying Quarterly Large Ticket Volume per Entity} \times \text{Basis Points (percentage)}}{\text{Entity Large Ticket Volume}} = \text{Incentive}$$

Note: The U.S. Bank offer includes a 1bp/day speed of pay incentive. For clarification, there are two ways that our industry calculates speed of pay—some issuers calculate this incentive based on the time between the date of the charge and when the payment is received (i.e., File Turn Days / Days Sales Outstanding) while other issuers calculate this incentive based on the time between the

statement date and when the payment is received (i.e., Client Held Days). Assuming a normal spend distribution throughout a payment cycle, File Turn Days are generally 15 days more than Client Held Days (e.g., 30 CHD = 45 FTD).

- m. **Separate monthly invoice for all bankcard costs (i.e., discount charges, fees, supplies, etc.) for each merchant account, detailed by merchant number**

Regular statements are available through Access Online. In addition, your Administrator may use the extensive reporting options available to capture all aspects of your program data, in a format and on a schedule that suits you.

A.34 Payment Card Services

- 1. Number of sites where cards are accepted: See Attachments 3 and 6.
- 2. Average ticket type (debit/credit, MasterCard/Visa) and size per site: See Attachments 3 and 6.
- 3. Average volume per site: See Attachments 3 and 6.
- 4. Percent of volume that is a card present swipe versus the percent of volume that is taken by telephone, mail, or internet. See Attachments 3 and 6.
- 5. Make and models of any point-of-sale terminals that the government owns: see Attachment 3.

U.S. Bank has reviewed the attachments referred to in **Statements 1-5** above.

- 6. **Describe service to be provided by the bank:**
 - a. **A description of the process**

Elavon offers a full line of payment processing services for municipalities. We have been your trusted partner for over five years and greatly desire to continue and expand our relationship with you. In addition to your current processing services, Elavon has several products and services that we can offer, such as a face to face service fee option for the VeriFone VX520 terminals, directly funding and billing for American Express, and working on your behalf with the card associations to negotiate Visa Preferred Pricing on qualifying accounts. As the incumbent no additional action or equipment will be required to continue utilizing your existing Elavon services, and we would be happy to have further conversations regarding additional services you may wish to add.

- b. **Rate and fee structure with breakdown of all fees (bank and association)**

The following documents provide a breakdown of all fees from Elavon for payment processing services, as requested by the City

Section D

- Attachment 3 – Merchant Card Transactions

Section E

- Attachment 6 – Merchant Card Transactions with Pricing Sheet
- Schedule A—City of Spokane
- Schedule A—City of Spokane – Parking

Additionally, the following agreement documents have been provided in the **Attachments Folder** :

- Elavon Master Services Agreement
- Elavon MSA Schedule D – Processing Services Agreement
- Elavon MSA Schedule H – Government Terms
- Elavon Attestation of PCI Compliance 2016

- c. Time period that pricing is guaranteed for and how customers are notified of a price change and proposed index for future price increases. Please note that the city is asking the bank to price out banking services and merchant fee services with the first two years held firm with no price increase and the remaining years indexed for increases tied to the CPI index for using West Coast B/C cities average (not to exceed 3% in any one year). This pricing proposal must also be accepted by any firms that the bank is partnered with for the provision of services in this contract.

Elavon will offer the City a five year contract for your processing markup and monthly fees. Our pricing is dependent upon interchange and other fees imposed on all credit card processors by Visa, MasterCard and other third parties. Due to this, we will pass through to our customer all such increases imposed by third parties, upon a thirty day written notice to you of the increased fee.

- d. Type of point-of-sale terminals required and the cost or lease options per terminal (or the cost to reprogram government's existing terminals)

As the incumbent processor Elavon has provided the City a number of hardware devices which are already on site and processing. This includes the VeriFone VX520 terminals and Ingenico iWL250G wireless terminals. No additional equipment will be required and no reprogramming fees would be assessed for the existing equipment.

- e. Software that is provided and the support and training that are available

In addition to the solutions Elavon has already provided and integrated for you, we offer a full gateway and virtual terminal solution called Converge. Converge is a flexible, secure payment solution designed to grow with your business. Using a variety of payment choices, including online, mail order/back office mail and phone, in store (retail and service) and Mobile, Converge is the Next Generation platform for your commerce experience.

▪ **Simple, yet robust**

- Supports all payment environments whether in-person or when card is not physically present, including e-commerce
- Offers full range of payment options – credit and debit cards, electronic checks, ACH electronic gift cards and more
- Allows up to 5,000 users/merchant IDs to grow with your business

▪ **Security that Matters**

- Supports EMV technology on PIN pads reducing fraud risks for your business and your customers
- Minimizes stored data liability and reduces your PCI compliance efforts
- Support encryption and tokenization
- Available security features help protect your customers' data throughout the payment lifecycle

▪ **Efficient and Cost Effective**

- Fully hosted, cloud-based solution requires no hardware/software
- Keeps upfront costs manageable by taking payments online directly from your PC
- Easily add payment environments as your business needs evolve
- Cost-effective peripherals are available to process in-person payments with ease

- f. Charges for multiple merchant accounts

Any associated fees for payment card services are included in the following sections:

Section D

- Attachment 3 – Merchant Card Transactions

Section E

- Attachment 6 – Merchant Card Transactions with Pricing Sheet
- Schedule A—City of Spokane
- Schedule A—City of Spokane – Parking

g. Percentage of downtime and notification of down periods

Elavon's redundancy of systems provides high availability of authorization and settlement systems, with Elavon's Stratus systems regularly achieving 99.99 percent uptime annually.

h. Guarantees against "down time" with service

If a catastrophic event should occur at either of Elavon's two distinct platform locations, Elavon's network and transaction systems remain fully functional at the non-affected location. Elavon's transactional infrastructure is designed by fully Hot/Hot architecture. The datacenters are both "Hot sites" and not backup sites. Should a complete site failure occur, transaction flow will automatically fail over to the other data center.

i. Reporting and availability of reports

Elavon works with our customers to provide the information necessary to consolidate and manage settlement and transaction data through advanced custom reporting systems designed to meet their specific needs. Data can be summarized or detailed through a variety of hierarchies including at a chain level, account level, TID level and to individual batch. To better serve our customers, Elavon offers various types of reporting tools.

Online Reporting and Support Tools

Monitor your account around the clock from any web browser through Elavon's online account access tools. You can access all the information you need to manage your electronic payment activity and obtain critical information that can have a big impact on your bottom line. Gain the benefits of real-time customer support, without having to pick up the phone. Our reporting tools enable you to display recent deposits, view chargebacks and retrieval requests, access customer support and more in a convenient, secure environment.

The City currently has the premium access level of MerchantConnect, our most comprehensive, versatile reporting solution. You can access a year's worth of reporting (two years for chargeback and retrieval) information on multiple MIDs and drill down into your data to view batches of transactions grouped by card type or batch reference number. Hierarchical reporting allows you to aggregate data from multiple locations.

The MerchantConnect Premium tool reports that are typically available:

- **Authorization Reports**—Approximately one hour after transaction is processed
- **Settled Transaction Data**—Two to four hours after settlement
- **Qualification Data**—24 hours after settlement
- **Statements**—Third business day of the month

For a quick review of MerchantConnect's features, visit: <https://www.merchantconnect.com/>.

Billing Statements

Our billing statements are available online for up to 13 months rolling for premium users. They are designed to facilitate ease in the reconciliation of transactions and to provide management reporting information. We offer a variety of statement types, each containing varying levels of detail:

- The Chain Merchant Summary statement is used by companies with many locations. This report combines several current chain reports into one chain summary report and provides summaries of total fees paid by the chain, as well as for each chain location.
- Customer recaps are month-to-date and for year-to-date data.
- Include batch numbers and all card types in the deposit section. This section displays the amount deposited by Elavon and by other card organizations. In addition, the customer may select further deposit detail by each card type (e.g., Visa, MasterCard, etc.).
- The fee sections break out fees for Visa/MasterCard, other cards, chargebacks, POS debits and miscellaneous. All fee information is arranged in a format designed to facilitate easy reconciliation.
- Billing reports are tied to when a customer is billed; thus, their daily, weekly, monthly availability is tied to the billing cycle. Mail and internet options are available.

Elavon's Online Case Management (OCM) solution allows you to easily receive, view, respond to and manage all your chargeback and retrieval activity through this optional service available with our MerchantConnect Premium reporting tool. With the advanced technology of our OCM solution, you have the flexibility to direct how cases are handled, dynamically manage workflow and streamline responses. OCM is a comprehensive workflow management solution that allows you to prioritize and manage case activity.

- Online reporting tool that monitors chargebacks/retrievals
- Receive, view, respond and manage activity
- Notifications within 24 hours

Our state-of-the-art solution features a daily summary of case activity as well as automated alerts that allow you to monitor your cases based on preferences you set, including new chargeback and retrieval cases, status updates, high value amounts and case aging. In addition, OCM features a broad selection of reports to effectively manage your activities and measure results. OCM supports the ability to browse to find and then upload an image or document into the tool.

j. Clearing time lag between deposit and posting

Elavon is generally able to deposit funds the next business day provided that the requestor maintains its designated bank accounts with U.S. Bank and batches are settled by 7 p.m. PT. Otherwise, the timing of such deposits is outside of Elavon's control, but generally occurs within two to three business days after processing. Funding time frames only apply to transactions for which Elavon funds. Those funded by third parties such as American Express may be delayed. At your request, we will be happy to discuss the potential to fund and bill directly for American Express transactions. This would allow the City to be funded for American Express transactions alongside your Visa, MasterCard and other Elavon funded card types.

k. Security features – including account number encryption and purging policy

Upon the City's request, Elavon can provide our Safe-T SMB solution for the VX520 and iWL250G. Safe-T SMB is an all-encompassing security suite which combines end-to-end encryption, SSL encryption and tokenization for all transactions run through these hardware devices. This triple layered approach ensures information is protected at the moment of entry, is encrypted during transmission and is tokenized at rest. With nothing to find there is nothing to steal, leaving cyber criminals empty handed and your customer's information safe.

- End to End encryption protects cardholder data from the moment the chip or magnetic stripe is read on a card.
- SSL then encrypts the actual transmission of data to add a second layer of strong cryptography.
- Tokenization returns a placeholder rather than the full card number, ensuring that data at rest in the terminal is not in danger of compromise.

In addition, due to the enhanced layers of security offered by Safe-T SMB, Elavon is able to simplify the PCI procedure for locations utilizing this service by removing the need for those specific locations to be scanned. If a location is utilizing a solution that is Safe-T SMB compliant and another solution that is not Safe-T SMB compliant such as a third party software solution, the location must still certify compliance using the least secure method.

I. Payment Card Industry (PCI) data security standard compliance and liability

Elavon adheres to the strictest PCI and security standards, making cardholder data protection a key priority. Our solutions support the latest security technologies.

Elavon is committed to providing our Level 1, Level 2, Level 3 and select Level 4 customers with direct support in their efforts to achieve and sustain PCI-DSS compliance. Some of the ways we work with our customers in this effort include:

- Elavon is a member of the major Payment Networks and plays an active role in our membership, with a concentrated focus on key areas of North America, Europe and Latin America
- Elavon works closely with the data security compliance teams of the major Payment Networks
- Elavon is a Participating Organization of the PCI SSC and a PCI Level 1 Compliant Service Provider
- Elavon has staff trained under the PCI Security Standards Council's (PCI) Internal Security Assessor (ISA) and Payment Card Industry Professional (PCIP) training and certification programs
- Through a dedicated Elavon Enterprise Account Manager, our Card Brand Management team assists in defining appropriate PCI Levels based on individual Payment Network rules
- Elavon has a dedicated team to work with our PCI Level 1, 2, 3 and 4 customers as needed throughout their compliance journey
- Elavon works with customers to help support compliance validation through remediation plans while mitigating cards brand fine assessments to our clients
- Elavon has PCI subject matter experts fully aware of evolving technologies and new PCI requirements to provide PCI council and Payment Network updates and requirements to customers
- Elavon works diligently to provide accurate and timely updates and reports of our customers' PCI progress to the Payment Networks and works as an advocate on their behalf
- Elavon educates and advises our clients of the latest trends and security risks to help prevent data compromise events
- Elavon attends Industry PCI training and awareness events along with PCI Level 1 – 4 Customers
- Elavon facilitates customers with access to available data security industry training and informational webinars (i.e., Limited Availability Free PCI Awareness Training usually priced at \$495 per individual, monthly Visa webinars, etc.)
- Elavon participates on conference calls with customers to assist with specific PCI-related questions or guidance regarding requirements, deadlines, remediation plans and if applicable will include the Payment Networks

- Promote and encourage customers to review Data Security Alerts published by the payment networks (e.g., Visa) which advise and educate our customers of particular vulnerabilities within a variety of markets, systems and software

For our Level 4 merchants, Elavon has established a website to help facilitate PCI-DSS validation: <https://www.elavon.com/security-center/elavon-security/pci>.

Elavon's program is focused on the following three key areas.

Elavon offers Level 4 merchants a comprehensive approach to securely manage cardholder data and validate compliance. Elavon's program is focused on the following three key areas:

- **Education**—Materials and information to help businesses understand PCI DSS compliance
- **Validation**—Tools to help businesses attest compliance with the PCI DSS
- **Financial Reimbursement**—Eligible clients may receive financial reimbursement to cover certain payment network fines, assessments and the cost of a forensic audit, up to \$20,000 per compromised merchant ID per incident. Coupled with Safe-T SMB, locations using SMB may be eligible for larger financial reimbursements.

m. Chargeback policy (including the bank's role in this process).

Elavon's Dispute Resolution Team processes an average of 60,000 chargebacks per month and 15,000 retrieval requests per month. Our team also maintains an average retrieval fulfillment rate of 97.5 percent.

- Elavon's Dispute Resolution Team is able to handle approximately 15 percent to 20 percent of chargebacks without customer involvement which means fewer chargebacks for our customers and a lower overall cost of card acceptance.
- Chargebacks that require documentation from the issuing bank are processed within an average of 10 days.
- Chargebacks that do not require documentation from the issuing bank are processed within an average of five days.

A proprietary chargeback system called Automated Dispute Resolution Processing is used to work chargeback and retrieval activity. This single point of entry system stores data related to each dispute. Elavon implemented this system in 2001 and continues to invest and enhance the system to assist in the dispute process:

- Auto Decision functionality has been integrated into the system based on payment brand regulations for specific reason codes. This logic allows the system to determine if items should be represented to the issuing bank or debited to the merchant.
- A proprietary facsimile draft is used to fulfill copy retrieval requests whenever possible and in compliance with payment network regulations to minimize the number of requests to the merchant. If the required data elements are available and it is within brand rules, the request is automatically fulfilled. If original drafts are required, a request will be sent to the merchant. Any retrieval request that is not responded to by the merchant before the 25th day is auto-fulfilled with a facsimile draft. This is an attempt to protect our merchants from exposure and lower costs.
- An optional Auto feature is built into the system allowing email or fax notification of a chargeback or retrieval to be sent to the merchant the same day it is received, thereby giving our merchants more time to respond.
- The system generates a 15-day reminder notice for all outstanding retrieval requests for merchants set up with the Auto Fax feature. This notification can be changed to five, 10 or 21 days as requested.

- Outgoing notifications are barcoded, allowing auto-indexing to the appropriate case to occur when returned with the merchant response. This expedites the chargeback process and allows the chargeback representatives to review and work the merchant responses quicker.

n. Customer service procedures

Elavon's customer service functions are handled in-house. You will have a dedicated resource through implementation and ongoing support to advocate on a broad range of issues that relate directly to your satisfaction and plays a pivotal role in your customer experience including:

- Aligning your payment acceptance strategy with our solutions to drive the results that meet your expectations.
- Collaborating with your company, service providers, partners and other resources on the successful delivery of new business initiatives.
- Delivering and interpreting operating results through our Strategic Account Review process.
- Acting as your senior point of escalation for partnership impacting issues.

As the incumbent, Elavon has assigned Jake Pederson as your Premier Relationship Manager (PRM) to support your staff, your business needs and your day-to-day issues. Jake will remain your primary operations contact, responsible for:

- Bringing new locations online
- Reviewing your statements and interchange status
- Handling chargeback issues
- Providing other back-office services related to your processing needs

For routine services, Elavon operates call centers for voice authorization and client assistance that are supported by dedicated and well-trained staffs of service professionals. Service is available 24/7. If you have an inquiry that requires research, your PRM will work with you to determine the timeframe for the resolution, which is contingent upon the type of request and the amount of research required.

Elavon provides Merchant Implementation Services to new and existing customers that purchase equipment or add terminal services. These services consist of:

- Verification of equipment receipt
- Verification of deployment kit materials (cords, cables, training collateral)
- Training on services (Visa, MasterCard, Electronic Gift Card, Electronic Check Services, etc.)
- Terminal Downloads on existing equipment (reprogramming)
- Terminal Downloads for adding additional services
- Terminal training on basic functions such as sales, credits, voids, forces, reports and settlement
- Installing and training on PC products
- Training on reporting services/websites

o. Wireless service availability

Elavon offers several wireless processing options. Currently, the City is utilizing the Ingenico iWL250G terminal for wireless processing over the AT&T wireless network. Wireless terminals combine the convenience of mobile processing with the simplicity and security of a hard terminal solution.

Elavon also offers Converge Mobile for wireless processing. Elavon's Converge Mobile is a secure, complete payment solution that transforms mobile devices into terminals, allowing you to accept

payments quickly and securely anywhere, any time without a major investment of money or effort. Our secure mobile solution is a natural extension of our full service offerings that builds on over 20 years of industry experience by providing flexible, secure and scalable payment solutions to businesses of all sizes.

With Converge Mobile you can utilize existing hardware, technical infrastructures and communications providers to enable mobile commerce and accept most card payments. It supports Purchase and Authorization Only transactions and works with smart phone devices including most Apple® and Google® Android mobile devices. You may use either your own mobile devices, or through Elavon provided iPad® devices using a secured Verizon wireless network.

p. Type of processor (e.g., front-end, back-end)

Elavon is one of the few processors within the industry that performs most bankcard processing functions in-house and owns our own platforms. We choose to not use third-party processing vendors for these key functions so that we may have direct control of these critical processes and minimize outside risk, which translates into better service and reliability for our clients. These functions include:

- All bankcard interchange and settlement processing
- Exception item handling (e.g., retrieval requests and chargebacks)
- Accounting and billing
- Reporting and statement production
- New card acceptor implementations and training
- Customer service

There are circumstances, however, where Elavon chooses to partner with certain approved third party providers for specialized services. If a third party provider is used, Elavon will oversee and remain accountable to you for the performance of these services. All Elavon third party providers go through an extensive certification and compliance process.

q. Provide the names (with phone numbers and email addresses) and office locations of all key personnel that will service the merchant services accounts.

Melody Ogle – Enterprise Account Manager (EAM)

Melody.Ogle@elavon.com

865.403.8369

Melody Ogle has been with Elavon since 2001. As an Enterprise Account Management Client Executive, Melody is responsible for the overall management of a book of National Accounts; including maintenance, growth, strategic direction, overall client satisfaction and contract renewals. She consults with clients through data analysis, industry education, presentation of performance results and recommending action to improve performance. She stays current on card association regulations, PCI Compliance, products and industry trends

Jake Pederson – Premier Relationship Manager (PRM)

Jake.Pederson@elavon.com

865.403.7519

Jake Pederson has a strong background in both payment processing and technical support. Starting in general customer care, Jake was quickly promoted to our Premier Services team, which provides an elite level of service to our national accounts and partnership banks, and finally to our Nationals team, offering a single escalated point of contact for our most valued customers.

- r. The merchant card service provider must be in compliance with the most current PCI compliance requirements, and provide hands-on assistance to the City on the PCI compliance review and support. Describe your bank's PCI compliance requirements and how they are updated.

Elavon is fully PCI certified as a service provider organization. Please refer to the **Elavon Attestation of Compliance 2016**, as provided in the **Attachments Folder** for further information. Elavon cares deeply about ensuring our merchants are fully PCI compliant and will:

- Notify customers of their PCI Level along with associated requirements and deadlines
- Track PCI-DSS validation individually for PCI Level 1, Level 2 and Level 3 customers and work with Enterprise Account Managers and customers to ensure reminders are provided 90 to 120 days in advance of a validation due dates
- Facilitate communication with customers to address questions and concerns (e.g., explaining the process and documentation required to meet their PCI DSS due date and/or request an extension, etc.)
- Distribute reminders to customers who may be in jeopardy of non-compliance fines for not meeting deadlines and articulate potential consequences and fines for failure to do so
- Advocate to the payment networks when a customer is in need of a deadline extension and/or mitigation of potential fines
- Facilitate on-going meetings with customers, at regular intervals, that are working through remediation plans. This is to ensure the Payment Networks are aware that the customer is tracking to their detailed timelines, have achieved any significant accomplishments or have incurred challenges until full validation is achieved
- Communicate the importance of strong data security strategies while implementing new technologies and/or working through a remediation plan
- Explain the fine assessment process to a customer has exhausted all extensions and advise them of how to minimize long term exposure
- Maintain on-going dialogue with customer to support on-going compliance after validation

If a customer, or third party agent utilized by an Elavon customer, has experienced a failure of compliance with the PCI-DSS and the result is a possible data compromise of cardholder account information, Elavon's Merchant Security team works with the at-risk entity to minimize financial and reputation risk to Elavon, our valued customer and the payment system.

Initial focus is on the possible data compromise event. We engage the compromised entity to understand the extent of the possible data compromise and any continued exposure of cardholder account data. If necessary, Elavon will consult with the Payment Networks on behalf of the compromised entity for recommendations and assistance in limiting exposure. We will also provide information, support and assistance to our customers if a third party PCI forensic investigator is required to conduct an independent review.

Ultimately, the Elavon Merchant Security team serves as an advocate for the compromised entity throughout the lifecycle of a possible data compromise event, working with the Payment Networks, forensic investigators, card issuers, media, law enforcement and other stakeholders, as necessary. For eligible PCI Level 3 and Level 4 merchants, Elavon has a program to provide limited financial assistance which can reduce expense associated with a data compromise event.

- s. Provide sample contract language regarding reserve requirements if applicable.

Please refer to **Elavon Master Services Agreement**, and supplemental **Schedules D and H** which are provided in the **Attachments Folder** for sample contract language.

- t. Does your entity undergo a Service Organization Control (SOC) audit? If so, please provide a copy of the most recent report which contains the opinion expressed by the independent auditor.

Elavon agrees that its systems will conform to all applicable Payment Network Regulations, including PCI DSS. Elavon will provide the requestor with certifications of its compliance with applicable regulations and copies of its SSAE 16 upon execution of Elavon's confidentiality agreement.

- u. Price out the city's prior year transactions on the Pricing Sheet Form (Attachments 3 and 6).

We have completed **Pricing Sheet Form, Attachments 3 and 6** in **Sections E and F** as requested by the City.

A.35 Overdraft Processing

- 1. Whether accounts are aggregated for calculation/fee purposes

The City can be set up at either the account level or customer level to calculate their daylight overdrafts. The daylight overdraft can be measured across all accounts for wire transfers as long as all accounts are included in the setup for the wire transfer process. Balances regarding daylight overdrafts are not provided to customers.

- 2. Rate basis for overdrafts

Overdrafts cause a negative collected balance to occur. This means that funds that are not yet available are being used. The negative collected balance fee is assessed as an annual percentage equaling Prime rate + 4% of the daily negative collected balance.

- 3. Rate basis and definition of "daylight overdrafts"

U.S. Bank, as required by the Federal Reserve, monitors real time daylight overdrafts by account and by client relationship. To facilitate wire transfers and other routine business, U.S. Bank can establish an intra-day limit for the City, ensuring the movement of funds as needed. These limits are set for control purposes to protect the City and U.S. Bank. Decisions to release wires with daylight overdrafts are made on a discretionary basis. However, to protect the City's interests, the City will always be consulted on wires exceeding the established daylight overdraft limit.

- 4. Are electronic reports available listing individual settlement transactions?

SinglePoint provides detailed reporting on all transactions.

A.36 Controlled Disbursement Services

- 1. Availability of service

The City uses Controlled Draft Processing to process 1,800 items per month. U.S. Bank provides the City with the exact dollar amount of checks and ACH transactions that will clear your organization's checking account on a daily basis. You fund only the amount necessary to cover payment of presented checks and ACH transactions. Controlling your disbursements and cash position allows you to make your funds work until the very day they are needed. This helps you make the best use of your available funds to pay

down loans or make investments. You can manage Controlled Draft Processing accounts with flexibility and confidence.

Your check and early morning ACH presentment information is available by 10:30 a.m. PT (using our Canby, Oregon site). Using U.S. Bank SinglePoint, you can access summary or detailed account information including check images and check transaction details. Automatic funding from a single designated account eliminates the guesswork of forecasting and the need for cushion balances. By eliminating idle cash balances, you maximize your use of available funds and avoid the risk of costly overdrafts.

Any checks we receive after the cutoff time or at our branches are posted the following business day and included in your presentment totals.

2. Location of collection point (endpoints)

U.S. Bank operates eight sites across the country. We recommend the City continue to utilize our Canby, Oregon site.

3. Endpoint check cashing policies

Not applicable.

4. Number and timing of daily Fed letters

The Canby site has two presentments: 7 a.m. and 10 a.m. PT.

5. Funding alternatives

We recommend that the City maintain a funding account at U.S. Bank. The City must have sufficient available funds in the funding account by the end of the business day. U.S. Bank automatically debits the amount required to fund the processing account from the funding DDA.

6. Transmission alternatives

U.S. Bank's ARP and Positive Pay services use a standard data transmission file format. If the standard format cannot be used, U.S. Bank is willing to test a customer's custom format and use it if possible.

7. Imaging options

U.S. Bank offers three imaging products, described in the table below.

U.S. Bank Product	Description
SinglePoint Image Access	SinglePoint is an Internet-based treasury management suite of online services that includes image search and retrieval. Customers can view, save and print paid check images, deposit tickets, deposited checks, paper debit and credit memos, returned deposited items, returned re-deposited items and advices. Images are accessible from a number of different services within SinglePoint and are available for seven years from process date.
SinglePoint Image File	U.S. Bank SinglePoint Image File Delivery provides a transmission of images and associated index information on

Delivery	a daily, weekly, monthly or custom calendar basis using standard Internet-based File Transfer Protocol (FTP) methods. We can also provide a transmission file of historical images that posted up to seven years before the request date. (Maximum of one month per file request). The images can then be imported into the customer's own image archive.
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Image Archive CD-ROM	Image Archive is a CD-ROM-based long-term storage and retrieval service for end-of-cycle images of paid checks (post-statement cutoff). Image Archive includes viewing software to search, view, manipulate and print clear, crisp images from a PC. All Image Archive CD-ROMs are encrypted for protection of customer data.
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A.37 Positive Pay and “Payee” Positive Pay Service

1. Provide sample reports from the bank

SinglePoint Sample Reports have been provided in the **Exhibits-Sample Reports Section** of this proposal..

2. Describe positive pay services and verification items

The City uses Payee Positive Pay, uploaded through transmission and Issue Maintenance.

U.S. Bank Positive Pay Services help detect check fraud by electronically matching checks that are presented for payment to the checks you have issued. SinglePoint Positive Pay provides the tools to review exceptions, view images, make decisions, request adjustments and access history online.

With U.S. Bank Positive Pay, the City can:

- Take action on mismatches between issues and presented checks to help prevent fraud
- Review exceptions and make payment decisions online
- Review exception deadlines in local time
- Reduce check fraud at teller window
- Verify issue information
- Change default decisions online
- Set up approval levels
- View exception history and track actions by user
- Extend fraud detection to include payee name mismatches
- Confirm files
- Enter your issues and cancels throughout the day
- Automatically cancel outstanding issued checks

U.S. Bank provides a prior day Positive Pay service with daily notification by 9 a.m. PT. The response deadline on pay/return items is 2 p.m. PT.

Additionally, U.S. Bank has made significant investments in technology to offer you the most robust level of fraud protection. SinglePoint Positive Pay is now enhanced to help you detect and prevent altered payee name fraud on deposited and cash letter items, as well as items presented at the teller line.

U.S. Bank enables you to detect fraud by helping you identify any items with non-matching payee names. We offer two payee verification service options: Teller Payee Positive Pay and Payee Positive Pay.

Teller Payee Positive Pay

Positive Pay customers have the option to have payee name information verified prior to checks being cashed by U.S. Bank tellers.

- **Reduce check fraud at the teller window**—The check amount, check number and payee name on checks presented for payment are matched to the data on your issue file. Any mismatches are not cashed, but returned to the presenter.
- **Requirements**
 - Add payee name information to your issue file.
 - Verify that the payee name on the check exactly matches the payee name on the issue file.

U.S. Bank SinglePoint® Issue Maintenance enables the City to input issue and cancel information and update issue files hourly online. Access transmitted file confirmation information. Achieve new levels of efficiency by bringing our powerful banking services together in an integrated, easy-to-use website.

- **Enter your issues and cancels throughout the day**—For newly issued or canceled checks, you can enter check issue and cancel information online. Up to 10 items for multiple accounts can be added on a single page with no limit on the total number of transactions you can enter throughout the day. This eliminates the fax process and saves you time.
- **Upload files of issues and cancels throughout the day**—Files can be uploaded online in the standard comma-separated value (CSV) format or you can create a customized delimited or fixed length format. You will receive a message that the file was accepted or rejected (Limit of 5,000 items per File Upload.)
- **Send updates hourly**—Issue files at U.S. Bank, including the teller line, are updated hourly, ten minutes prior to the hour, from 4:50 a.m. to 7:50 p.m. PT each business day.
- **Use a tool designed for speed, ease and accuracy**—Dates are pre-filled with the current date and a calendar tool helps you quickly enter the issue date in the correct format. You can review a summary of issues and cancels and confirm or modify information prior to processing.
- **Integrate this convenient tool with other check fraud prevention**—SinglePoint Issue Maintenance is a natural companion to your ARP or Positive Pay service. Payee information can be entered for accounts on the Payee Positive Pay service. SinglePoint Issue Maintenance ensures that U.S. Bank is always notified, automatically, of requests to add issues and cancels.
- **Automatically create cancels**—When you place stop payments on SinglePoint, you can be set up to have the corresponding issue information automatically canceled.
- **Confirm data transmission issue files have been received**—You can access file confirmation information within two hours of receipt of your issue files at U.S. Bank. The total dollar amount and total number of issues and cancels are provided for each account in the file.
- **Optionally, add a layer of security with issue and cancel approval**—Employ a second level of security requiring a supervisor to review and approve issue and cancel information before transactions are processed. An approver can approve, modify and delete items before processing.
- **View and track transaction history summary and detail**—You can access issue and cancel transaction history, upload file history and transmission file confirmation history for up to 45 calendar days. History details include check number, dollar amount, date, action, submission date and time, approver and payee name information. You can also view an audit log of all issue and cancel activity in three levels of detail.

Additional Fraud Services

In addition to the Positive Pay services listed above we highly recommend the Company utilize our ACH Fraud mitigation services. We are recommending use of ACH Blocks and Filers be set up on all accounts. We will work with you to establish these.

Protecting your checking accounts from unauthorized ACH transactions is easy to do with U.S. Bank SinglePoint® ACH Positive Pay, ACH Filter, ACH Block and Business eCheck Block services. Whether you want the certainty of preventing all ACH transactions from posting to your accounts, or the flexibility of authorizing specific ACH transactions to post, U.S. Bank provides efficient, economical options. When you control ACH access to your checking accounts, you eliminate the administrative time spent researching and returning erroneous ACH transactions that post to your account. In addition, you ensure that only authorized ACH transactions post to your checking accounts.

- **Protect your checking accounts**—SinglePoint ACH Positive Pay, ACH Filter, ACH Block and Business eCheck Block services allow you to eliminate unauthorized ACH transactions posting to your accounts. Whether you choose to block all ACH transactions, specific ACH payment types, or authorize specific ACH transactions to post, you control your ACH exposure.
- Use flexible options to customize ACH access:
- **U.S. Bank SinglePoint ACH Positive Pay Service**—Protect your accounts by creating standing ACH authorization rules. You can allow only the incoming ACH transactions you want to post to your checking account, review exception items that you did not allow and prevent fraudulent or unauthorized transactions from posting to your accounts. You can manage these authorizations online through SinglePoint, our suite of online treasury management services.
- **U.S. Bank ACH Block Service**—Block all ACH credits, debits, or both credits and debits to ensure that access to your account is controlled.
- **U.S. Bank ACH Filter Service**—Use various criteria to allow specific ACH items to post to your account. By using several criteria in combination, you can authorize some ACH transactions while excluding others. Flexible options help you meet your ACH needs.
- **U.S. Bank Business eCheck Block Service**—Block all or any combination of converted check payment types—ARC, POP, RCK, WEB and TEL—from posting to your account.
- **Request to modify authorizations online**—If you want to modify an ACH Positive Pay authorization, you simply log in to SinglePoint and complete a modification request.
- **Receive daily reporting via SinglePoint**—With ACH Filter and ACH Block, daily reports can be accessed on SinglePoint, detailing both the items rejected and those authorized to post to your account, so you can easily monitor your ACH account activity.

3. Teller data update schedules

We update issue files hourly, at the top of the hour, from 4 a.m. to 7 p.m. PT. It takes about 20 to 30 minutes to update the hourly files to the teller line each hour. SinglePoint issue maintenance issues are updated in five minutes.

4. Data transmission methods and time windows

SinglePoint Issue Maintenance Processing Schedule

U.S. Bank updates the teller system immediately with issue and cancel information from 4 a.m. to 8 p.m. PT, Monday through Sunday. *(Manual Input and File Upload files will process immediately, taking approximately five minutes to update the teller line.)*

Data Transmission Processing Schedule

Data transmitted files are processed every twenty minutes Monday - Saturday, from 5 a.m. to 8 p.m. PT, and once an hour on Sunday and bank Holidays. *(It takes approximately 30 minutes to process the issue files and update the information to the teller line.)*

5. Control options – notification default

The City sets the default when the service is activated. Default options include “return all” or “pay all” Or “Defer all” for Same Day Positive Pay. Customers can change their default at an account level using SinglePoint Positive Pay.

6. Internet/online access (including technical capabilities and system requirements)

SinglePoint services provide browser-based access to account information. Additionally, reports and transmissions can be scheduled through SinglePoint at any time throughout the day. Reports are then delivered via transmission or secure email at the specified time. Fax and email reporting allows users to receive Current and or Prior Day reporting at a preset time without logging in.

SinglePoint technical recommendations are stated below at supported and optimal levels:

Component	Minimum Workstation Requirements	Optimal
Operating System	Windows XP®; Apple® Mac OS X	Windows® 8
Browser	Microsoft Internet Explorer® 8 Mozilla® Firefox® 38+ (or current version) Google Chrome 21+	Windows Internet Explorer® 11
Screen resolution	1024x768	1280x1024 or higher

Users may also need Adobe® Reader® and Microsoft Excel® or compatible application to view and print certain reports.

7. Please answer the following:

a. What is the recommended service delivery method (i.e., direct transmission, on-line, or other)?

We recommend the City continue your existing set-up of direct transmission and SinglePoint Issue Maintenance.

b. What are the hardware/software requirements?

Please refer to our response to **Question 6** above for detail.

c. What controls are in place to protect against lost files and duplications of transmissions?

Risk Exposure	U.S. Bank Control
File loss	<ul style="list-style-type: none">• ARP File Confirmation Service verifies that the file transmitted to U.S. Bank was received and processed.• File Confirmations generate within two hours of the file's receipt. Confirmations are available online or through secured email or automated fax.• The File Confirmation Report provides number and dollar totals of issues and cancels.
Duplicate transmissions	The ARP system identifies duplicate transmissions by identifying duplicate issues. SMS rejects the duplicates and U.S. Bank notifies the City.
Inadvertent acceptance of duplicate returns	SinglePoint Positive Pay automatically prevents the City from sending duplicate returns by allowing only one disposition per exception before submission to U.S. Bank.

d. Does the bank provide automatic file receipt acknowledgements? If so, how?

Yes, U.S. Bank has an ARP File Confirmation service, which produces file confirmations within two hours of receiving the City's issue file. The confirmation includes the total number of issues and cancels and the total dollar amount of issues and cancels for each account on the file. File confirmation information is available through SinglePoint Issue Maintenance File Confirmation reporting.

e. Describe the role of any third-party processor used by the bank to provide this service.

U.S. Bank has an in-house account reconciliation department.

f. What is the bank's deadline for transmitting files/data?

The deadline for the transmission of check issuance files to U.S. Bank is 8 p.m. PT.

g. What is the process for notifying the bank of a single check or small check run outside of the regular batch file?

SinglePoint Issue Maintenance offers a single issue entry or batch entry.

h. Does your bank have payee verification?

Yes. The Payee Positive Pay service option is available through SinglePoint.

- **Timely fraud alerts**—U.S. Bank Payee Positive Pay identifies payee name mismatches. These exceptions will be presented to you daily in the SinglePoint Positive Pay Exceptions List for your review, along with all other Positive Pay exceptions.
- **Easily view exception images and make payment decisions online**—You can link directly from the exception list to the corresponding check image. You can view and manipulate the image and easily make your decision from the image viewer.
- **Pre-approved checks for Payee Positive Pay uses Safeguard check stock**—U.S. Bank and Safeguard are partnering to provide Safeguard check stocks guaranteed to meet U.S. Bank guidelines.
- **Requirements:**
 - Add payee name information to your issue file
 - Verify that your check stock meets the specifications on the U.S. Bank Payee Positive Pay Check Formatting Guidelines
 - Complete and return the U.S. Bank Payee Positive Pay Check Image Questionnaire
 - U.S. Bank evaluates and confirms the payee name readability of your check image

i. Is the positive pay service fully implemented at all bank branches?

Yes. Positive Pay customers have the option to have payee name information verified prior to checks being cashed by all U.S. Bank tellers.

j. How does the bank handle exception ("paid not issued") items?

Yes. SinglePoint offers a Positive Pay Exception Report that the City can run each day. If a check is presented without an issue, the City may pay the item and create an issue within SinglePoint Positive Pay.

k. Does the bank offer a daily listing of exception items?

Yes. SinglePoint provides the City with a listing of all exception items requiring decisioning.

l. Are there defaults available for each account to either automatically return or pay on exception items?

Yes. The City sets the default when the service is activated. Default options include “return all” or “pay all” Or “Defer all” for Same Day Positive Pay. The City can change their default at an account level using SinglePoint Positive Pay.

m. What is the timeline for reporting exceptions to the city?

SinglePoint will notify the City that you have exception items pending review no later than 9 a.m. PT.

n. How are exceptions reported to the city? Will an image be available?

SinglePoint will generate a message that exceptions are ready for review. Images are available online.

o. What is the timeline for the city to act on any exceptions?

The City has until 3 p.m. PT notify U.S. Bank of your pay/return decisions.

p. What are the hours of operation of this service unit?

Operations Area	Customer Service Hours
Controlled Draft Processing	5:30 a.m. – 2 p.m. PT
ARP	8 a.m. – 5 p.m. PT

A.38 Bank Compensation

1. Does the bank accept compensation in fees, balances or a combination of the two?

a. If fees are accepted, is there a surcharge or a different price schedule for fee compensation? Describe.

Except for small business customers, compensation owed U.S. Bank is generally the combination of (or, more accurately, the net difference between) balance-generated credit and analysis fees. Most analyzing accounts receive a monthly earnings credit, which is applied against analysis fees. (Note, however, that merchant services and equipment sales tax are two analysis fees explicitly excluded and, therefore, cannot be offset by earnings credit.) There is no surcharge for directly debiting the designated account (called the key account). However, should the City wish to be invoiced rather than directly debited, there is a monthly processing charge (\$25) for that service.

2. Describe the method used to calculate the earnings credit rate (ECR)?

U.S. Bank’s earnings credit rate is a managed rate based on a variety of market factors and rate trends.

3. Describe the bank’s actual ECR for the past six months.

The standard ECR for the past six months is provided below.

Account Balance	Rate
\$0 to \$50K	0.18%
\$50K to \$150K	0.20%
\$150K to \$500K	0.21%
\$500K to \$750K	0.22%
\$750K to \$1000MM	0.22%
Over \$1000MM	0.22%

4. Also describe the effective rate, method used and formula proposed to calculate the service charge credit or the earnings allowance on collected balances

Earnings credit is based on the average positive collected balance for the month and the applicable earnings credit rate (ECR) for that balance. If the earnings credit amount is not sufficient to cover the analysis fees, the standard method of settling this difference — called the (net) analysis service charge — is to debit a designated analyzing account (chosen by the City) on a monthly basis. The debit occurs on the 10th business day of the month following the month of service.

5. When calculating average balances, are positive and negative balances netted?

Yes. The average collected balance is the net of the positive and negative collected balances. However, for the purposes of earnings credit and negative collected balance charges, positive collected balances do not offset negative collected balances. Accounts other than small business receive earnings credit based on the average positive collected balance and incur negative collected funds charges based on the average negative collected balance. For those sub-products that pay interest, interest is calculated on the daily positive collected balance.

6. For what period of time will the bank's pricing, as indicated in this proposal, be fixed?

Pricing will be fixed for the term of the contract, open for negotiation with options to extend.

7. For General Banking Services, complete the Banking Activity Pricing Sheet (Attachment 2) utilizing the City's estimated monthly quantities provided.

We have provided **Pricing Sheet Form, Attachment 2** in **Section D** of this proposal as requested by the City..

8. For Merchant Bankcard Services, complete the Pricing Sheet Form (Attachments 3 and 6).

We have provided **Pricing Sheet Form, Attachments 3 and 6** in **Sections E and F** of this proposal as requested by the City.

9. In your proposal also list and define transaction fees for authorization, settlement, network, communications and any other fees, as well as your bank's rate and fee structure.

Please refer to the **Pricing Pro Forma** included in **Section D** of this proposal for detail.

10. Only firm prices will be accepted.

U.S. Bank agrees to this requirement.

11. Please price out banking services and merchant fee services with the first two years held firm with no price increase and the remaining years indexed for increases tied to the CPI index using the West Coast B/C cities average (not to exceed 3% in any one year). This pricing proposal must also be accepted by any firm(s) that the bank is partnered with for the provision of services in this contract.

U.S. Bank agrees to fixed pricing for the first 5 years of the contract. The ECR is quoted as .37% and will be fixed for the life of the contract. We do offer the City the benefit of considering the rate environment and deciding to use .37% as a floor and track with the market as explained briefly in #2. Please be confident, however, that fixed is the first option and the floor is the second, only if the City chooses.

Please refer to the **Pricing Pro Forma** included in **Section D** of this proposal for detail.

A.39 Analysis

1. How soon after the close of the billing period is the account analysis available to the customer?

When delivered via one of our online services such as SinglePoint information reporting or EDI (available in the ANSI ASC X12 822 format), the account analysis is available the seventh business day of the month. If the analysis is mailed, mailing is generally complete by the eighth business day of the month, with the DDA being charged on the tenth business day of the month.

2. How are adjustments reflected on the account analysis?

If errors are discovered on an account analysis statement, U.S. Bank can resolve the problem in one of several ways.

- Refund the overcharge directly back to the account.
- Re-analyze that month's activity, which includes reversing the incorrect charge and debiting the correct fee.
- Apply an activity credit to the next month's analysis. For this option, U.S. Bank needs to obtain the corrected information before month end to reflect an adjustment on the next account analysis statement.

3. Is the bank's account analysis available electronically?

Yes.

4. How long are report images available online?

Account Analysis statements are available on SinglePoint special reports for a rolling year.

5. Describe the bank's dispute resolution process.

The City can contact your Relationship Manager with any disputes.

A.40 Errors and Adjustments

1. Please answer the following:
 - a. Describe your adjustment process for resolving deposit discrepancies.
 - b. At what dollar amount do you write off discrepancies?
 - c. Do you adjust the deposit amount or process an adjusting debit or credit?

For branch services, all deposits that are not processed in front of the City that have discrepancies greater than \$50 are verified by two or more tellers and the City is notified to determine how to correct the deposit. Discrepancies \$50 or less are handled by the teller preparing a separate adjustment advice and mailing it to the City's account address in our system.

- For deposits that are not processed in front of the City, there is the option of establishing special discrepancy procedures as long as the branch is in agreement with these procedures.
- Discrepancies found with the cash portion of over-the-counter deposits are adjusted immediately.

For cash vault services, bankers identify all discrepancies and adjust customer accounts for differences over \$10.

Please refer to our response to **Section A.8, Question 4** for additional detail regarding discrepancies.

d. **How does your bank handle general and critical errors?**

- i. **Please describe the bank's standard support structure, how issues are prioritized, tracked and resolved**
- ii. **Should critical errors occur, the city requires the ability to escalate matters toward a resolution. Please describe the process in place at your bank to address critical errors.**

If an issue requires escalation and more detailed, second level support, the Commercial Customer Service banker assigns an operations or technical area to facilitate the resolution through Call Tracking.

Your Commercial Customer Service Banker escalates an issue further by referring it to a Team Leader or CCS Manager, or both, who maintains escalation contacts for all operations areas. Your Relationship Manager will be part of this process. Senior management team members meet each Friday to address and solve escalated issues, keeping ownership until the root cause is determined and resolved.

Please refer to our response **Section A.20, Question 4** to for complete detail regarding our escalation policy.

A.41 Other Services

1. **Describe how inquiries requiring research and adjustments are handled by the bank.**

Research inquiries are initiated with Commercial Customer Service. Customer Service Bankers (CSBs) can access up to 60 days of historical data (online check and remittance document images) in the retail lockbox system to do research. If the inquiry cannot be resolved at the CCS level, the CSB escalates to Operations.

a. **Are there established turn-around times for research and adjustment items? If yes, specify.**

Yes. Provisional credit on adjustments is given within 48 hours.

U.S. Bank has set photo image retrieval service levels (SLAs) based on the age and media of the image.

- Two days for less than 15 items under one year old
- Ten days for 15-200 items under a year old, negotiable over 200
- Four days for less than 15 items over one year

- Twenty days for more than 15 items over one year

2. Discuss your use of the internet in providing services to your municipal/business customers.

The internet is at the heart of our offering, as SinglePoint is a web-based portal.

3. Discuss any special conditions, other fees, other services, or deviations from the requested scope of services.

For comparable analysis, U.S. Bank has attached the City's **General Banking Services Banking Activity Pricing Sheet – Attachment 2** in **Section D** as requested. Additionally, we have included a **Pricing Pro Forma** of additional services/solutions beyond the basic scope of services requested.

4. The city will assume that unless detailed and noted here that the proposer to this RFP concurs with and agrees to meet all requested services in the Scope of Service section.

As noted in the Letter of Submittal

A.42 Security

1. Security/Protection Measures: What security features are in place to minimize the risk of unauthorized transactions?

U.S. Bank is in full compliance with Office of the Comptroller of Currency (OCC) regulations. U.S. Bank data transmission security procedures are described below, sorted by transmission method:

TCP/IP Internet Connections

Requirements and methods to verify the authenticity of files transferred between U.S. Bank and other systems do not detect errors or security anomalies (e.g., viruses) within the data content.

There are two types of security controls implemented:

- **Data Security Controls**—This type refers to the encrypted tunnel that U.S. Bank's commands and files travel through. Data Security Controls are used to protect sensitive data utilizing key encryption and are based on 128-bit over SSL, DES3 or AES 256-CBC encryption standards. The current U.S. Bank standard is to use triple DES (128-bit key) algorithms via a key exchange process with U.S. Bank's customers. For the key exchange, each company provides a software key to ensure that the sessions established between companies are validated and authorized.
- **Access Controls**—This type refers to the user ID and password authentication that occurs before the customer is allowed to log in to U.S. Bank's system and access their private mailbox. Access Controls restrict access and authorize capabilities to transfer data through use of passwords and/or scheduled data transmissions. Each data transmission service setup is provided with a secure password that authorizes the transfer of data between systems and the environment. It is the responsibility of each U.S. Bank customer to make sure this password is protected to the best of their ability.

Optional File-level Encryption

Optional file-level encryption provides a high level of security by using two levels of encryption to secure customer data. Files are first encrypted individually and then transmitted over an encrypted connection to and from U.S. Bank. U.S. Bank uses Pretty Good Privacy (PGP) as the file encryption technology.

PGP uses a pair of keys but does not use digital certificates. The customer and U.S. Bank exchange their own PGP keys to allow each party to encrypt or unencrypt the file. The key may be created with any validity period or may be non-expiring.

The following optional file-level encryption solutions are supported:

- PGP version 8.0 or 8.0.2 delivered using a browser over HTTPS
- PGP where the file is delivered with standard FTP over a VPN, FTPS (SSL) or SFTP (SSH)

File-level encryption is not a required transmission security option. Customers are required to use DES3, 128-bit SSL or AES 256-CBC encryption with any U.S. Bank incoming or outgoing transmission otherwise known as channel-level encryption. U.S. Bank does not support open FTP.

SinglePoint Security

All ACH users are required to enter a user ID, password and Token number before gaining access to SinglePoint ACH. Tokens are small devices that randomly generate codes in synchronization with U.S. Bank's server-side security controls.

Users may have specific entitlements within SinglePoint ACH. ACH entitlements within SinglePoint include: Create Template, Approve Template, Initiate Batch & Approve Batch. Additional entitlements include the capability to view Confidential data, update transaction amounts and modify settlement accounts.

SinglePoint also allows setting user limits at per batch and cumulative daily levels for both initiating and approving batches.

Finally, users must be entitled access to specific accounts and SEC codes to access or view those options in SinglePoint ACH.

2. Service Enhancements: Describe any enhancements, technological or otherwise, that we should consider to improve operational or cash management efficiencies.

U.S. Bank is committed to understanding the City's unique needs and proposing only those solutions that create either a hard or soft dollar value. We utilize a two-step approach, which we call the Working Capital Engagement, to understand and analyze your current payables or receivables processes resulting in a customized analysis and strategy designed to optimize your working capital. In May of 2016, we shared the results of our Working Capital Engagement with the City. In the following weeks, we completed several presentations/demonstrations of several solutions.

We have included a PowerPoint book describing our **Working Capital Engagement** for your review. Slides 19 and 26 illustrate the hard and soft dollar Working Capital Advantage for payables and receivables, respectively.

A.43 Sustainability

1. The City of Spokane encourages the use of sustainability practices and desires any awarded contractor(s) to assist in efforts to address such factors when feasible for:
 - a. Pollutant releases
 - b. Toxicity of materials used
 - c. Waste generation
 - d. Greenhouse gas emissions, including transportation of materials and services
 - e. Recycle content
 - f. Energy consumption
 - g. Depletion of natural resources
 - h. Potential impact on human health and the environment
2. The supplier shall package orders, preferably in environmental friendly packaging such as reduced packaging and recyclable packing materials.

Sustainability, Recycling and Other Environmental Matters

- U.S. Bank is committed to business policies and practices that sustain the environment and does have a formal Environmental Responsibility Policy that guides and directs our business approach to sustainability. It details our focus on activities that reduce the environmental impact of our operations and that have a positive effect on climate change. A full copy of our policy can be found at usbank.com/environment.
- We track and measure energy consumption and emissions from our owned and operated facilities and continually look for ways to reduce our environmental impact. We use ENERGY STAR® Portfolio Manager and other reporting systems to help identify additional energy efficiency opportunities at our owned and operated facilities, to track and measure our environmental initiatives and to leverage best practices.
- We have upgraded many of our facilities to incorporate such energy efficient measures as: efficient lighting and HVAC, upgraded thermostats, energy star appliances and motion sensors. From a technology perspective, we have provided equipment upgrades (e.g., LED monitors), implemented power management software and have performed data center server consolidations. We have installed solar arrays at a number of our locations and continue to look for additional opportunities to utilize renewable energy technology.
- To reduce our emissions from business travel, we have implemented enhanced audio/visual/web conferencing capabilities and have upgraded the majority of fleet vehicles to EPA smart-way certified vehicles.
- In addition to energy conservation, we have put significant focus on employee engagement and have training on environmental stewardship available for every employee.
- We currently offer recycling at almost all of our facilities where we are responsible for waste disposal and have expanded our electronics recycling and organics composting. We continue to look for ways to expand our existing recycling programs.

A.44 Optional Service: Lockbox (Retail)

1. This service would be for processing the city's utility bill payments that are received by mail.
2. Type of services required: Retail, imaged or paper
3. Types of payments received (paper checks, money orders and cashier's checks)
 - a. Geographic origination location – Spokane, Washington
 - b. Current lockbox address and location requirement – preferably in the State of Washington
 - c. Number and type of transactions – (see Attachment 5)

U.S. Bank has described our offering in response to the following questions.

- d. Bank description of its service, including:
 - i. Deadline and format of data transmissions

Depending on the volume, processing requirements and type of work received, U.S. Bank processes and deposits payments received by the last mail pickup on the same day as receipt. The ledger cutoff for the Seattle site is 5 p.m. PT. This does not apply to customers who require an early transmission cutoff (e.g., prior to 5 p.m. local site time), and specify that no further deposits be credited after that time. Weekend and holiday mail pickups are processed and deposited for ledger credit on the next business day.

U.S. Bank recommends a 5 p.m. or later transmission time. Earlier times may be negotiated but may impact U.S. Bank's ability to process all work for same-day credit. If an earlier transmission time is negotiated, lockbox management will set an image cutoff time for the incoming payments. Transactions received after that deadline will be carried over for next day processing and credit. Volume, processing requirements and type of work received may also affect work processed for same-day credit.

Each of U.S. Bank's lockbox customers receives lockbox transmission output customized to meet the needs of their individual system. U.S. Bank can recommend a format upon request.

ii. **Current lockbox address and location requirement**

The City will utilize our Scannable Wholesale site in Seattle.

iii. **Breakdown on wholesale versus retail processing**

U.S. Bank Wholesale Lockbox

U.S. Bank has provided remittance processing services for over 50 years. We currently process over three million payments for thousands of organizations each month through our national network of wholesale lockbox processing sites. U.S. Bank Wholesale Lockbox accelerates the handling of the City customer remittances by reducing time lost in mail float, processing and delivery. Early and frequent mail pickups reduce mail delivery times, allowing for earlier processing. Our lockbox processing and imaging systems speed the availability of funds and provide the detailed information you need to make quick, informed business decisions.

U.S. Bank Wholesale Lockbox offers a cost-effective solution for converting remittances into earning assets as quickly as possible. We provide same-day availability information on your deposits, allowing the City to use funds as soon as they are available.

U.S. Bank Wholesale Lockbox performs the back-office process of processing and depositing, meeting critical clearing deadlines and maximizing funds availability. Spending less time on processing and depositing enables you to focus on your organization. Payment processing and data capture are customized and performed to the City's specifications. Detailed payment information is available through data transmission or U.S. Bank SinglePoint Information Reporting so you can immediately update your accounts receivable records.

U.S. Bank Scannable Wholesale Lockbox

U.S. Bank Scannable Wholesale Lockbox combines the flexibility of wholesale lockbox with the efficiency of processing with standard OCR remittance documents. If you receive a mix of wholesale and retail remittances, Scannable Wholesale is a cost-effective solution for processing both types of payments in one lockbox. The cost of data keying is reduced by machine capture of information from the OCR remittance document rather than by manual keying and we provide a formatted data file to update your accounts receivable system.

Scannable Wholesale Lockbox offers a cost-effective method of converting remittances into earning assets as quickly as possible. We provide same-day information on your deposits, allowing your organization to use the funds as soon as they are available. Early and frequent mail pickups reduce mail delivery times, allowing for earlier processing.

Scannable Wholesale Lockbox performs the back-office process of processing and depositing, meeting critical clearing deadlines and maximizing funds availability. Spending less time on processing and depositing enables you to focus on your organization. Payment processing and data capture are customized and performed to the City's specifications. Detailed payment information is available through data transmission or U.S. Bank SinglePoint Information Reporting so you can immediately update your accounts receivable records.

U.S. Bank Retail Lockbox

U.S. Bank Retail Lockbox accelerates the handling and posting of payments from your customers. If you receive a high volume of consumer payments that are consistently mailed in a standardized envelope and machine-readable remittance documents, U.S. Bank Retail

Lockbox is your processing solution. U.S. Bank picks up the payments at the Post Office and processes them according to your instructions, capturing information from the remittance document and providing you with a formatted data file to update your accounts receivable system. All checks enter the clearing system sooner and are more quickly converted into available funds — same-day lockbox deposit and check-clearing information via the U.S. Bank SinglePoint information reporting system allows the City to use funds as soon as they are available. U.S. Bank has provided Retail Lockbox services for over 30 years and processes over 20 million payments each month.

U.S. Bank Retail Lockbox is a cost-effective method of quickly converting remittances into earning assets. Optical character recognition expedites payment balancing and deposit. If our Accounts Receivable Conversion (ARC) service is selected, eligible check payments are converted into one-time ACH debits.

U.S. Bank Retail Lockbox performs the back-office process of processing and depositing, meeting critical clearing deadlines and maximizing funds availability. Spending less time on processing and depositing enables you to focus on your organization. Payment processing and data capture are customized and performed to the City's specifications. Detailed payment information is available through data transmission or U.S. Bank SinglePoint Information Reporting so you can immediately update your accounts receivable records.

U.S. Bank Retail Lockbox offers several solutions to help you reduce the manual effort involved in posting your exception items. Options include MICR Database Matching, account number data entry, Perfect Payment and Web Exceptions.

iv. Locations of processing centers

In addition to the Seattle Scannable Wholesale site the City will be utilizing, U.S. Bank has a mix of wholesale and retail lockbox sites, located in:

- Chicago
- Cincinnati
- Denver
- Little Rock
- Los Angeles
- Kansas City
- Milwaukee
- Portland (Oregon)
- St. Louis (Missouri)
- St. Paul (Minnesota)
- Seattle

v. Handling of unprocessable items or return items

As part of the City's lockbox implementation, your assigned Implementation Project Manager works with you to develop processing and handling requirements specific to your lockbox, ensuring the City has a tailored solution to fit your needs.

By default, all returned items are charged back against the deposit account. Special instructions may be added to your deposit account requiring the Returned Items Department to sort returns by lockbox and include the lockbox number on returned item debit entries.

vi. **How processing errors are resolved and expected timeframes for resolution**

U.S. Bank Wholesale Lockbox - Web Decisioning provides a solution to reduce the time and manual effort involved with processing exception items. With Web Decisioning, the City receives an email notification when we cannot process a payment transaction according to your specifications. You can immediately view the transaction on a secure website and either send U.S. Bank updated processing instructions or direct us to reject the payment for return to you. Web Decisioning can reduce research time, decrease deposit delays, improve customer service and accelerate your receivable posting and cash application processes.

With Web Decisioning, the City no longer needs to physically receive all of your exception items and associated documentation to determine how to process them. You can review the transactions online and have us process them immediately with updated instructions.

vii. **Remittance document layout requirements**

We require that remittance documents meet the following minimum requirements for scanning.

Document Recommendations

Paper Weight	Color	Size
20-pound photocopy paper	White or lighter-toned paper	Portrait Orientation Width 3.0" to 8.5" Height 8.5" to 11"
Tissue papers and thin carbons are not acceptable.		Landscape Orientation Width 6.0" to 11" Height 2.75" to 8.5"

Printing Recommendations

Font	Margins	Printer
Color Black Size 10 point minimum	0.25" minimum	Laser

viii. **Timing requirements**

U.S. Bank recommends a 5 p.m. or later transmission time. Earlier times may be negotiated but may impact U.S. Bank's ability to process all work for same-day credit. If an earlier transmission time is negotiated, lockbox management will set an image cutoff time for the incoming payments. Transactions received after that deadline will be carried over for next day processing and credit. Volume, processing requirements and type of work received may also affect work processed for same-day credit.

ix. **Transmission requirements (bank to government and government to bank)**

As part of the implementation process, lockbox requires sample remittance documents for testing. The U.S. Bank implementation team works with you to properly identify all elements of your unique scanline and programs the systems accordingly. When payments are received, the OCR information from the remittance document is captured during the first pass through our equipment and analyzed against your lockbox profile.

x. **Treatment of exception (non-standard, unprocessable, walk-in) items**

All items identified as exceptions are reviewed handled according your specific instructions for further processing. U.S. Bank offers numerous options for processing checks received without a remittance document, including:

- **Default Account**—Check-only payments may be processed using a default account number of your choice.
- **Account Number Data Entry**—U.S. Bank will input your customer's account number if it is written on the check, included on a list or printed on a business check stub.
- **MICR Database Matching**—MICR line data from historical payments is stored with the associated account number information; check-only payments are automatically matched to the account number used for prior posting.
- **Name and Address Database Look-up**—With U.S. Bank's Perfect Payment service, we will search your customer database to locate the information needed for automated posting to your receivables system.
- **Online Decisioning of Exception Items**—Payments that do not meet your processing requirements are suspended and made available on the Internet for your review using U.S. Bank's Web Exceptions service. You decide how they should be handled, either completing missing information or rejecting the transaction.

For multiple payments (multiple checks and/or multiple remittance documents), the total of the check(s) are systematically balanced to the amounts to be applied to each remittance document. When the transaction is out-of-balance, several options are available. A transaction that does not balance may be returned to you for handling, or processed according to your specific instructions. If U.S. Bank's Web Exceptions service is utilized, out-of-balance multiple payments may be reviewed and decisioned via the Internet.

Checks received with a list of customer account numbers or business check stub may also be processed several different ways depending on your business requirements. Retail lockbox has the ability to authorize credit card transactions and include the customer account information for approved payments in the lockbox transmission. Declined payments are returned in your package.

xi. Imaging capabilities

U.S. Bank Image Look is an extension of the U.S. Bank Wholesale Lockbox service providing sharp, detailed images of processed checks and invoices via the Internet. U.S. Bank Image Look provides a simple and proven solution to boost productivity, reduce research time, improve customer service and accelerate your receivables posting and cash application processes. With U.S. Bank Image Look you can access images of checks and invoices the same day your lockbox items are processed (images are then stored online for 90 days). In addition, you may choose to permanently archive your documents on either CD-ROM or DVD.

U.S. Bank Image Look makes your lockbox work the way you need it to — quickly and efficiently. All you need is a browser and an Internet connection to access to your information from any location. The self-administration feature gives you the flexibility to manage users based on the City's requirements, controlling the level of access each user has to your lockbox images.

The City decreases the time it takes to respond to customer inquiries regarding payments because you can quickly and easily retrieve images of check and remittance documentation, reducing research time. With Image Look, you can determine if your customer's payment was received and use this information to update your accounts receivable. Same day information

also enables you to make timelier credit decisions. Flexible search criteria, printing and downloading capabilities further increase the speed of receivables management.

xii. **Conversion of consumer checks to ACH payments**

U.S. Bank utilizes the Image clearing network instead of ACH ARC.

xiii. **Disposition of documents (including imaging capabilities and truncation)**

An extension of the U.S. Bank Retail Lockbox service, **U.S. Bank Image Look** provides simple solutions to boost productivity, reduce research time, improve customer service and accelerate your receivables posting. U.S. Bank Image Look provides sharp, detailed images of processed checks, remittance documents and correspondence via the Internet. You may choose to extend image retention for seven years, or permanently archive your documents on an encrypted CD-ROM or DVD.

U.S. Bank Image Look makes your lockbox work the way you need it to — quickly and efficiently. All you need is a browser and an Internet connection to access to your information from any location. The self-administration feature gives you the flexibility to manage users based on the City's requirements, controlling the level of access each user has to your lockbox images.

4. **Pricing of services proposed to be provided**

U.S. Bank has provided a **Pro Forma Account Analysis** statement based on current usage/needs and proposed treasury management enhancements. This can be found in **Section D** of this proposal.

A.45 Other Optional Services the City May Require:

1. **Payroll Card Services:** The City is considering the implementation of a Payroll Card program that will allow the City employees who are not enrolled in the direct deposit payroll option to receive free access to full net pay on a bank card engraved with a logo that is widely accepted and recognized for purchases. Please describe and price out any payroll card services your firm may offer.

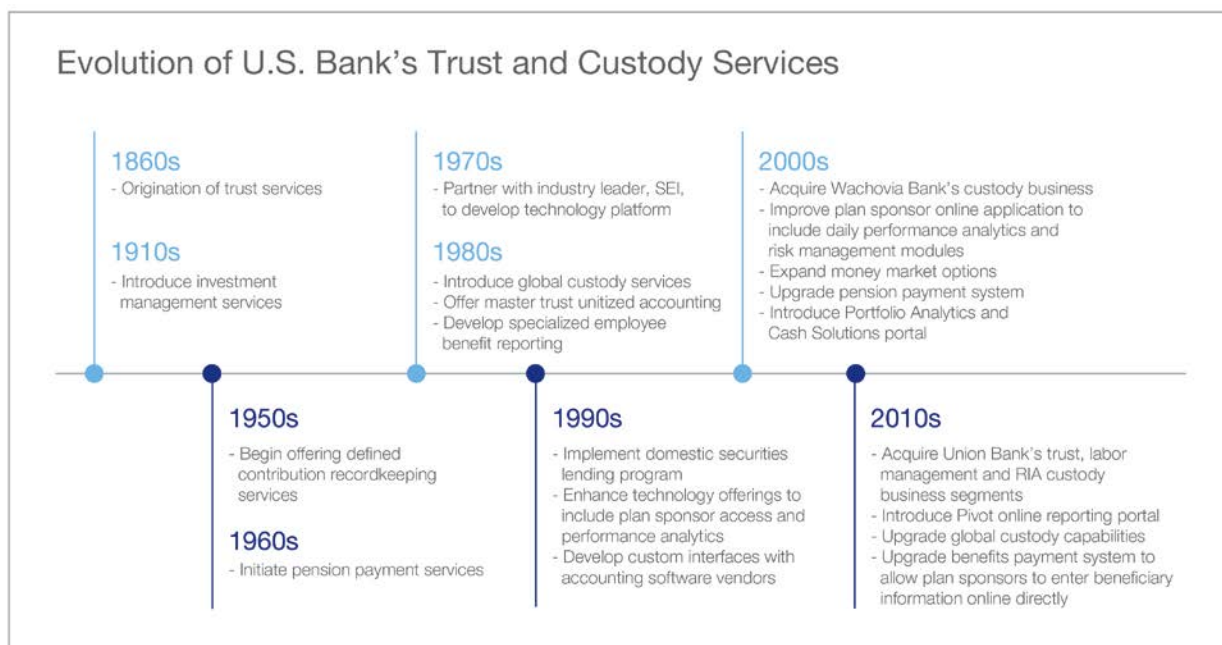
The U.S. Bank Focus Card™ is a reloadable prepaid card that can help replace costly paper checks for payroll disbursements. It can be used in a broad range of business payment applications such as payment of hourly wages/salary, commissions, bonus and termination pay. And because it carries the Visa or MasterCard brand, your cardholders gain unlimited, point-of-sale merchant access to over 31 million global locations as well as a host of other cardholder benefits.

- **Integrate with your existing direct deposit processes**—Funds are deposited onto the Focus Card in the same manner as direct deposit to a checking account, using a NACHA-approved ACH process, making the program easy to implement.
- **Reduce payroll costs**—With the Focus Card, you save the costs associated with issuing checks which includes paper, postage, reconciliation and lost checks. Other than standard ACH fees, the Focus Card is offered at no cost to you, the employer. It can also help increase electronic payroll adoption since no credit check or existing bank relationship is necessary for employees to receive a FocusCard.
- **Easy setup and flexibility**—The Focus Card lets you enroll employees for personalized cards or issue cards instantly with on-the-spot registration. Multiple funding options through ACH direct deposit, administrative website, batch for large card orders and instant funding give you added flexibility.

- **Engaging employee marketing materials to promote the Focus Card**—Comprehensive promotional marketing materials support your campaign strategy with current and new hire employees.
- **Optimize the cardholder experience for your employees**—With the Focus Card, employees can use their card anywhere Visa or MasterCard is accepted, withdraw cash from their account, pay bills online and contact toll-free customer service 24/7. Features like a mobile app, linked savings account, text and email alerts, and cash reload networks enhance the cardholder experience. Employees no longer need to pay check cashing fees in order to access their pay.
- **Access innovative online tools to help manage your pay card program**—The Focus Card program offers an easy-to-use administrative website where you can enroll employees, fund and update accounts, manage card inventory and view training modules. Robust program reports let you view and download reports and search for data using variable criteria.

2. **Trust and Escrow Agent Services:** The City may require trust and escrow agent services to hold letters of credit and other third party commercial documents. The bank will, in most cases, be required to take physical custody of these securities, notify the Parties of their expiration thirty days prior to termination of the agreement and accept renewal or replacement of instruments. The City may also require retainage accounts be maintained for contractors choosing to place retainage funds in an interest bearing account. Please describe and price out any trust and agency services your firm may offer.

Today, U.S. Bank is recognized as the top-tier provider custodian, in the middle market space, in the nation. More importantly, our dedicated local and regional client services professionals are proud to help our clients navigate today's complex regulatory and financial reporting landscape. These teams allow us to provide highly responsive, customized client service in the communities in which we live and work. U.S. Bank has been providing direct custody services for over 100 years through our Institutional Trust & Custody group. The timeline below highlights some of our most significant milestones.



We are very experienced in the municipal space and serve nearly 450 clients in this market segment. We administer over \$85 Billion in assets for clients similar to the City of Spokane.

As a full service custody bank, U.S. Bank is different from a broker, wire house, or even the smaller local bank that may use safekeeping or sub-custody relationships to hold assets. We are structured and our regulators acknowledge that all of the \$4 trillion in assets that U.S. Bank holds are the sole property of the clients that hire us. U.S. Bank is responsible for transparent reporting and we have no beneficial interest in those assets, nor do our creditors.

U.S. Bank Institutional Trust & Custody provides a team approach. A local, dedicated Relationship Manager, who works with your other banking partners to ensure a complete and coordinated delivery of services will be assigned. In addition, an Account Manager will be assigned, that will be responsible for the day-to-day transactions and administration.

In addition, these services are enhanced with our online system, Pivot, which provides authorized users with the ability to see securities, all transactions, including income and security transactions. This system will also provide the user with real-time holdings, including the ability to see holdings and transactions for the prior 16 months. We also deliver our statements to this online system for electronic retrieval (paper copies can be mailed upon request).

The proposed fee schedule is as follows:

Fee Description	Fee Charged
Administrative Fees:	\$1,500 set up if entity requires extensive contract negotiation
Issue Holding Fees:	N/A
Market Value Charges:	.5bps/first \$500mm .33bps/next \$500mm .25 bps above \$1b
Minimum Annual Fee	\$7,500
Transactions:	Included
Purchases	Included
Sales	Included
Maturities/Calls	Included

If the City chooses to engage U.S. Bank N.A. as Escrow agent for any Escrow Services as they relate to Document Escrows or Contractor Retainage Escrows U.S. Bank N.A. Global Corporate Trust Services (GCTS) would charge \$500.00 per escrow. If the City was to engage U.S. Bank N.A. GCTS on any new debt issuance as Fiscal Agent then the pricing set forth in the Washington State Fiscal Agent Contract would be followed.

3. **Courier Services:** The City may require courier service to and from City Hall a minimum of once a day to deliver and pick-up account reports, debit/credit memos, and any other essential documents arising from this contract. Please describe and price out any courier services your firm may offer.

U.S. Bank does not provide courier services. We will work with your preferred provider.

4. **Check writing services:** the City of Spokane would consider having the bank print and mail the checks written on the city's bank account. Please describe any services you provide that might address this task.

U.S. Bank Check Payables is an efficient and secure solution for outsourcing the printing and mailing of paper checks, intended to reduce risk and improve fraud prevention.

- **Cost-effective Process**—Outsourcing check printing to U.S. Bank reduces the City's check stock and storage expenses. With the Check Payables service, the City's internal administrative paperwork, processing time and staff expenses are also reduced.
- **Print and Insert Brochures**—The City may request customized brochures be printed and placed in the mailing or pre-printed brochures can be included as well.
- **Shipping Options**—Several shipping methods are available for each check produced. First Class mail, foreign mail, Federal Express or UPS. Checks can be mailed directly from our print location or can be sent to the customer for mailing.
- **Flexible Formats**—U.S. Bank accepts industry standards such as ANSI X12, BAI and XML as well as proprietary flat files. Files can be transmitted to U.S. Bank directly from the City or their third-party data processor such as a VAN. This flexibility makes it easy for the City to use U.S. Bank's Check Payables service.
- **Fraud Prevention Measures**—The same day that checks are issued, a data file with checks issued information will automatically update the U.S. Bank Positive Pay and, if applicable, Account Reconciliation system for the City. This reduces the City's exposure to check fraud.
- **Check Stock Security Features**—Printed watermark on backer, micro-print border, void pantograph and thermo sensitive ink padlock on the check face are some of the many security features built into the check stock U.S. Bank uses for the Check Payables service. These design features give a customer another layer of risk and fraud protection.

5. Safekeeping Services for the City of Spokane's investment program.

The U.S. Bank Money Center provides a full range of fixed income products to help you discover a portfolio that works for you. Serving U.S. Bank government clients worldwide, our representatives work closely with you to maximize your investment relationship.

Our representatives are experienced professionals. We work with you to understand your investment philosophy, share market trends and emerging solutions and customize investment products that meet your investment strategies while complying with state statutes.

Diversification allows you to spread credit exposure across different issuers and trading flexibility allows you to schedule payments to meet your cash flow needs. The City can invest the way you want (automated sweeps, phone, email or online). At this time, we are not offering automated sweeps, but do foresee them becoming available again in the near future.

Custom Solutions to meet your investment strategy include:

- U.S. Bank Certificates of Deposit
- U.S. Bancorp Commercial Paper
- U.S. Bank. Commercial Paper
- U.S. Bank. Bankers' Acceptance
- United States Treasury Securities
- Federal Government Agency Securities
- Secondary Market Commercial Paper
- Certificate of Deposit Account Registry Service (CDARS)
- U.S. Bank Money Market Deposit Account (MMDA)

The City can efficiently manage cash with our online investment portal. SinglePoint provides an easy-to-use online capability to initiate and track trades. It also provides a highly flexible way to generate standard and customized reports showing Money Center account activity.

U.S. Bank Treasury Operations provides complete safekeeping and bond accounting services.

- Monthly statements
- Portfolio accounting (provides comprehensive customized reports)
- Direct deposit to U.S. Bank accounts
- Pledging, interest and maturity notices
- SinglePoint Access
- Toll-Free Safekeeping Hotline: 800.236.4221 (Fax: 612. 303.0202)—Callers will be presented with the following seven options. Each option will bring you directly to a subject matter expert.
- **Option 1**—Audit Verifications, Duplicate Reports, Lost/Stolen Inquiries
- **Option 2**—Pledges
- **Option 3**—Outside Trade Settlements
- **Option 4**—Principal & Interest
- **Option 5**—Application Process, including Money Center and Safekeeping Documents
- **Option 6**—Web or Internet Reporting questions
- **Option 7**—All other questions or issues

Attachment 2 – Banking Activity Pricing Sheet

Pricing Disclaimer

The pricing quoted in this proposal is effective for **120 days** following the submission of this proposal. The terms of this bid, if accepted will be in effect for the contract period. Either party may terminate the Banking Services at any time upon 120 days prior written notice.

Prices quoted in this proposal are only for those Treasury Management & Merchant Card Services requested within this RFP. Any modified or additional Treasury Management Services will be separately priced at the time of request. Additional prices quoted are valid for 90 days following receipt by the Agency, after which they may be subject to change by U.S. Bank.

Notwithstanding anything contained herein to the contrary, all Treasury Management Services provided to the Agency are subject to U.S. Bank's Treasury Management Services Terms and Conditions, as the same may be amended from time to time. A copy of U.S. Bank Treasury Management Services Terms and Conditions is provided in the **Attachments Folder** submitted in conjunction with this proposal.

U.S. Bank Offer

As part of our proposal we have considered the banking services required by the City. In addition to the competitive relationship pricing presented in our proposal, U.S. Bank would also like to include the following:

- Five years of competitive, fixed pricing with an option to renew.---
- \$6,000 earnings credit bonus to retain a long term relationship between the Bank and the City.¹
- An earnings credit floor rate of 0.22% for balances of up to \$40,000,000 for the term of the contract.²

Comprehensive Pricing Proposal

For the City's reference, on the following pages we provide:

- **City of Spokane's Attachment 2 Banking Activity Pricing Sheet**
- U.S. Bank Sample Pricing Pro Forma Statement for the **Required Services** stated within this proposal. incorporating the City's stated volumes and our proposed pricing structure
- U.S. Bank Sample Pricing Pro Forma Statement for including **Additional Recommended Services**. incorporating the City's stated volumes and our proposed pricing structure
- U.S. Bank Comprehensive Pricing Disclosure of services corresponding to recommendations included in this proposal

¹ The \$100,000 is the maximum dollar amount of fee waivers associated with the implementation/setup/training & equipment fees for the Agency to transition your banking services to U.S. Bank. These fees must be from the account analysis statement.

² Any balances above the \$40,000,000 will be re-evaluated for earnings credit.rate. We are using this as a target and not a hard cap for the City's operational balances. The amount listed well exceeds the historical balances the City keeps in the accounts. We are encouraging our clients to invest their excess balances and not use them to offset services at this time.

City of Spokane
RFP 4249-16
Attachment 2-Banking Activity Pricing Sheet

Description	2015 Actual Annual Activity	Projected Monthly Activity	Per Item Cost	Monthly Cost	Annual Cost
<u>DEPOSITORY SERVICES</u>					
ACCOUNT MAINTENANCE	288	24	\$ 4.00000	\$ 96.00	\$ 1,152.00
PAPER CREDITS	6,446	537	\$ 0.15000	\$ 80.55	\$ 966.90
ELECTRONIC CREDITS	11,873	989	\$ 0.10000	\$ 98.90	\$ 1,187.30
PAPER DEBITS	1,029	86	\$ 0.05000	\$ 4.30	\$ 51.45
ELECTRONIC DEBITS	3,966	331	\$ 0.04000	\$ 13.24	\$ 158.64
REJECT CHECKS PAID	106	9	\$ -	\$ -	\$ -
DEPOSITED ITEM-ON-US	37,548	3,129	\$ 0.02500	\$ 78.23	\$ 938.70
DEPOSITED ITEM-LOCAL	0	0	\$ -	\$ -	\$ -
DEPOSITED ITEM- REGIONAL	0	0	\$ -	\$ -	\$ -
DEPOSITED ITEM-TRANSIT	319,419	26,618	\$ 0.03000	\$ 798.54	\$ 9,582.57
PREENC DEP ITEM ON-US	0	0	\$ -	\$ -	\$ -
PREENC DEP ITEM LOCAL	0	0	\$ -	\$ -	\$ -
PREENC DEP ITEM REGIONAL	0	0	\$ -	\$ -	\$ -
PREENC DEP ITEM TRANSIT	0	0	\$ -	\$ -	\$ -
REJECTED PRENCODED DEP ITEM	1,108	92	\$ 0.35000	\$ 32.20	\$ 387.80
RETURNED DEPOSITED ITEMS	289	24	\$ 1.00000	\$ 24.00	\$ 289.00
RETURNED ITEM MAINTENANCE:	0	0	\$ -	\$ -	\$ -
FIRST	12	1	\$ 10.00000	\$ 10.00	\$ 120.00
NEXT	120	10	\$ 5.00000	\$ 50.00	\$ 600.00
REDEPOSITED RETURNED ITEM	323	27	\$ 0.75000	\$ 20.25	\$ 242.25
RETURNED ITEM FAX NOTIFICATION	0	0	\$ -	\$ -	\$ -
RETURNED ITEM FAX COPIES	0	0	\$ -	\$ -	\$ -
RETURNED ITEM IMAGE COPIES	0	0	\$ -	\$ -	\$ -
RETURN ITEM IMAGE VIEWED	351	29	\$ 0.10000	\$ 2.90	\$ 35.10
DEPOSIT COVERAGE-per 1,000	1,330,653	110,888	\$ 0.12075	\$ 13,389.73	\$ 160,676.35
SNAPSHOT STATEMENT/COPY	2	0	\$ 10.00000	\$ -	\$ 20.00
CHECK FILTER SETUP	0	0	\$ -	\$ -	\$ -
CHECK FILTER MONTHLY MAINT	36	3	\$ -	\$ -	\$ -
MANUAL STOP PAYMENT-24 MO	3	0	\$ 35.00000	\$ -	\$ 105.00
CHECK FILTER ITEM RETURNED	0	0	\$ -	\$ -	\$ -
FAX FEE	0	0	\$ -	\$ -	\$ -
COPY OF CHECK/DEPOSIT TICKET	1	0	\$ 6.00000	\$ -	\$ 6.00
RELATED ACCT TRANSFERBY PHONE	0	0	\$ -	\$ -	\$ -
NEG COLL BALANCE	456,073	38,006	Variable Rate		
<u>ACCOUNT RECONCILEMENT SERVICES</u>					
FULL/POS PAY MAINT	24	2	\$ 20.00000	\$ 40.00	\$ 480.00
FULL/POS PAY-PER ITEM	24,864	2,072	\$ 0.04000	\$ 82.88	\$ 994.56
ARP FULL MAINTENANCE	0	0	\$ -	\$ -	\$ -
SP POSITIVE PAY ONLY MAINTENANCE	36	3	\$ 20.00000	\$ 60.00	\$ 720.00
SP POSITIVE PAY ONLY- PER ITEM	366	31	\$ 0.02000	\$ 0.62	\$ 7.32
SP CHECKS RETURNED	5	0	\$ 25.00000	\$ -	\$ 125.00
SP ISSUE/CANCEL INPUT	540	45	\$ 0.25000	\$ 11.25	\$ 135.00
SP POSITIVE PAY EXCEPTIONS	14	1	\$ 1.00000	\$ 1.00	\$ 14.00
SP ISSUE MAINT UPLOAD- PER F	193	16	\$ 5.00000	\$ 80.00	\$ 965.00
SP ISSUE MAINT CONFIRM=PER FIL	340	28	\$ 1.00000	\$ 28.00	\$ 340.00
SP ARP RECON REPORT-PER ITEM	36,829	3,069	\$ 0.02000	\$ 61.38	\$ 736.58

City of Spokane
RFP 4249-16
Attachment 2-Banking Activity Pricing Sheet

Description	2015 Actual Annual Activity	Projected Monthly Activity	Per Item Cost	Monthly Cost	Annual Cost
SP ARP RECON REPORTS MAINT	24	2	\$ 10.00000	\$ 20.00	\$ 240.00
RECON PRINTING/MAILING FEE	24	2	\$ 15.00000	\$ 30.00	\$ 360.00
SP ARP DAILY OUTSTANDING MAINT	24	2	\$ 10.00000	\$ 20.00	\$ 240.00
SP ARP DAILY OUTSTANDING ITEM	223,839	18,653	\$ 0.02000	\$ 373.06	\$ 4,476.78
TRANSMISSION INPUT	315	26	\$ 15.00000	\$ 390.00	\$ 4,725.00
ARP TRANSMISSION OUTPUT	504	42	\$ 5.00000	\$ 210.00	\$ 2,520.00
ARP TRANSMISSION PER ITEM	24,877	2,073	\$ 0.01500	\$ 31.10	\$ 373.16
ARP SPECIAL TRANSM FORMAT	24	2	\$ -	\$ -	\$ -
ARP SAFEKEEPING-PER ITEM	0	0	\$ -	\$ -	\$ -
DAILY PAID LIST MAINT	24	2	\$ 45.00000	\$ 90.00	\$ 1,080.00
DAILY PAID LIST ITEMS	24,864	2,072	\$ 0.01500	\$ 31.08	\$ 372.96
PAYEE POSITIVE PAY-PER ITEM	25,203	2,100	\$ 0.02000	\$ 42.00	\$ 504.06
SP PAYEE POS PAY EXCEPTIONS	54	5	\$ 2.00000	\$ 10.00	\$ 108.00
SP CURRENT DAY DETAIL-ACCT					
FIRST	12	1	\$ 7.00000	\$ 7.00	\$ 84.00
NEXT	300	25	\$ 5.00000	\$ 125.00	\$ 1,500.00
SP CURRENT DAY PER ITEM DET	31,872	2,656	\$ 0.02000	\$ 53.12	\$ 637.44
SP CURRENT DAY PER ITEM SUM	76,113	6,343	\$ 0.02000	\$ 126.86	\$ 1,522.26
SP CURRENT DAY ACH ADDENDA	12	1	\$ 30.00000	\$ 30.00	\$ 360.00
SP PREVIOUS DAY DETAIL-ACCT	0	0	\$ -	\$ -	\$ -
FIRST	12	1	\$ 7.00000	\$ 7.00	\$ 84.00
NEXT	300	25	\$ 5.00000	\$ 125.00	\$ 1,500.00
SP PREVIOUS DAY PER ITEM DET	29,469	2,456	\$ 0.02000	\$ 49.12	\$ 589.38
SP PREVIOUS DAY PER ITEM SUM	78,624	6,552	\$ 0.02000	\$ 131.04	\$ 1,572.48
ACCOUNT ANALYSIS REPORT PDF	12	1	\$ 1.00000	\$ 1.00	\$ 12.00
MONTHLY DDA STATEMENT PDF	168	14	\$ 1.00000	\$ 14.00	\$ 168.00
ACH RETURN AND NOC REPORT	0	0	\$ -	\$ -	\$ -
FIRST	12	1	\$ 2.00000	\$ 2.00	\$ 24.00
NEXT	12	1	\$ 1.00000	\$ 1.00	\$ 12.00
EDI REMITTANCE REPORT	48	4	\$ -	\$ -	\$ -
SP TOKEN MONTHLY MAINTENANCE	114	10	\$ -	\$ -	\$ -
SP ACCOUNT ADD/MODIFY/DELETE	0	0	\$ -	\$ -	\$ -
PREVIOUS DAYXMIT NO MAINT	180	15	\$ 5.00000	\$ 75.00	\$ 900.00
PREV DAY XMIT-PER TRANSMIT	252	21	\$ 2.00000	\$ 42.00	\$ 504.00
PREVIOUS DAY XMIT-PER ITEM	84,228	7,019	\$ 0.02000	\$ 140.38	\$ 1,684.56
CURRENT DAY XMIT MO MAINT	180	15	\$ 5.00000	\$ 75.00	\$ 900.00
CURRENT DAY XMIT-PER XMIT	252	21	\$ 5.00000	\$ 105.00	\$ 1,260.00
CURRENT DAY XMIT-PER ITEM	79,213	6,601	\$ 0.02000	\$ 132.02	\$ 1,584.26
SP BOOK TRANSFER MO MAINTENANCE	0	0	\$ -	\$ -	\$ -
FIRST	12	1	\$ 5.00000	\$ 5.00	\$ 60.00
NEXT	144	12	\$ -	\$ -	\$ -
SP BOOK TRANSFER-PER TRANSFER	274	23	\$ -	\$ -	\$ -
SP MOBILE MONTHLY MAINT	12	1	\$ 10.00000	\$ 10.00	\$ 120.00
SP STOP PAYMENTS MO MAINTENANCE	0	0	\$ -	\$ -	\$ -
FIRST	12	1	\$ 10.00000	\$ 10.00	\$ 120.00
NEXT	36	3	\$ -	\$ -	\$ -

City of Spokane
RFP 4249-16
Attachment 2-Banking Activity Pricing Sheet

Description	2015 Actual Annual Activity	Projected Monthly Activity	Per Item Cost	Monthly Cost	Annual Cost
SP STOP PAYMENTS -PER STOP	1	0	\$ 8.00000	\$ -	\$ 8.00
SP STOP PAYMENTS- PER REVOKE	0	0	\$ -	\$ -	\$ -
SP ACH ORIGATION MO MAINT	12	1	\$ 42.00000	\$ 42.00	\$ 504.00
SP ACH MONTHLY MAINTENANCE	0	0	\$ -	\$ -	\$ -
SP ACH ADJUSTMENT MO MAINTENANCE	12	1	\$ -	\$ -	\$ -
SP ACH ADJUSTMENT REQUEST	0	0	\$ -	\$ -	\$ -
SP WIRE MONTHLY MAINTENANCE	12	1	\$ 7.00000	\$ 7.00	\$ 84.00
SP ACCOUNT RECON MONTHLY MAINT	12	1	\$ -	\$ -	\$ -
SP POSITIVE PAY MONTHLY MAINT	60	5	\$ -	\$ -	\$ -
SP ISSUE MAINT MO MAINTENANCE	60	5	\$ -	\$ -	\$ -
SP IMAGE MONTHLY ACCT MAINT	300	25	\$ 7.00000	\$ 175.00	\$ 2,100.00
SP EXTERNAL MESSAGE MO MAINT	0	0	\$ -	\$ -	\$ -
FIRST	120	1	\$ -	\$ -	\$ -
NEXT	58	14	\$ 5.00000	\$ 70.00	\$ 290.00
SP EXTERNAL USER MESSAGE SENT	17	1	\$ -	\$ -	\$ -
SP EXTERNAL USER TASK SENT	248	21	\$ -	\$ -	\$ -
<u>WIRE TRANSFERS</u>					
WIRE MONTHLY PIN MAINTENANCE	12	1	\$ 2.00000	\$ 2.00	\$ 24.00
INCOMING FED WIRE	1	0	\$ 3.50000	\$ -	\$ 3.50
INTERNAL WIRE CREDIT	32	3	\$ 2.00000	\$ 6.00	\$ 64.00
VOICE FEDWIRE NON-REPETITIVE	0	0	\$ -	\$ -	\$ -
INCOMING FEDWIRE CTP	79	7	\$ -	\$ -	\$ -
CANCELLED OUTGOING WIRE	7	1	\$ 2.00000	\$ 2.00	\$ 14.00
SP FEDWIRE REPETITIVE	0	0	\$ 2.00000	\$ -	\$ -
SP FEDWIRE NON-REPETITIVE	35	3	\$ 2.00000	\$ 6.00	\$ 70.00
SP INTERNAL	4	0	\$ 7.00000	\$ -	\$ 28.00
SP TAX PAYMENT	0	0	\$ -	\$ -	\$ -
SP INTL USD NON-REPETITIVE	0	0	\$ -	\$ -	\$ -
WIRE ADVICE MAIL	0	0	\$ -	\$ -	\$ -
<u>ZERO BALANCE ACCOUNTS</u>					
ZBA LEAD	24	2	\$ 5.00000	\$ 10.00	\$ 120.00
ZBA SUBSIDIARY	132	11	\$ 2.00000	\$ 22.00	\$ 264.00
<u>CONTROLLED DISBURSEMENT</u>					
CONTROLLED DISB-FIXED	24	2	\$ -	\$ -	\$ -
CONTROLLED DISB-PER ITEM	24,865	2,072	\$ 0.05000	\$ 103.60	\$ 1,243.25
<u>IMAGE SERVICES</u>					
SP WEB IMAGES RETRIEVED	0	0	\$ -	\$ -	\$ -
IMAGE ACCESS IMGs RETRIEVED - First 10	164	10	\$ -	\$ -	\$ -
IMAGE ACCESS IMGs RETRIEVED - OVER 10	164	4	\$ 2.00000	\$ 8.00	\$ 328.00
CKS PD IMG ITEM STORED	25,623	2,135	\$ 0.03500	\$ 74.73	\$ 896.81
DEP ITMS IMG PER ITEM STORED	361,760	30,147	\$ 0.03500	\$ 1,055.15	\$ 12,661.60
SP SHORT TERM IMGs RETRIEVED	12	1	\$ 2.00000	\$ 2.00	\$ 24.00
SP ITEM DEP IMAGES RETRIEVED	0	0	\$ -	\$ -	\$ -

City of Spokane
RFP 4249-16
Attachment 2-Banking Activity Pricing Sheet

Description	2015 Actual Annual Activity	Projected Monthly Activity	Per Item Cost	Monthly Cost	Annual Cost
<u>ACH SERVICE</u>					
ACH MONTHLY MAINTENANCE	36	3	\$ 35.00000	\$ 105.00	\$ 1,260.00
ACH ORGINATED ADDENDA ITEM	1,505	125	\$ 0.01000	\$ 1.25	\$ 15.05
ACH PROCESS RUN	434	36	\$ 2.00000	\$ 72.00	\$ 868.00
ACH ORIG TRANSIT ITEM	139,144	11,595	\$ 0.02000	\$ 231.90	\$ 2,782.88
ACH ORGINATED ON-US ITEM	10,484	874	\$ 0.02000	\$ 17.48	\$ 209.68
ACH FILE CONFIRMATION EMAIL	1,180	98	\$ 0.50000	\$ 49.00	\$ 590.00
ACH RECEIVED ITEM	4,110	343	\$ 0.07000	\$ 24.01	\$ 287.70
ACH DIRECT SETUP	0	0	\$ -	\$ -	\$ -
ACH BLOCK MTHLY MAINT-PER ACCT	24	2	\$ 10.00000	\$ 20.00	\$ 240.00
ACH FILTER MTHLY MAINT	12	1	\$ 10.00000	\$ 10.00	\$ 120.00
ACH RETURN-PER ITEM	196	16	\$ 1.50000	\$ 24.00	\$ 294.00
ACH NOTIFICATION OF CHANGE	103	9	\$ 1.00000	\$ 9.00	\$ 103.00
ACH RETURN/NOC ELECTRONIC	299	25	\$ -	\$ -	\$ -
ACH RETURN/NOC FAXED	191	16	\$ -	\$ -	\$ -
ACH RETURN/NOC MAILED	0	0	\$ -	\$ -	\$ -
ACH ITEM ADJUSTMENT REQUEST	0	0	\$ -	\$ -	\$ -
ACH FILEADJUSTMENT REQUEST	1	0	\$ 17.00000	\$ -	\$ 17.00
SP ACH ON-US ITEM	84	7	\$ 0.02000	\$ 0.14	\$ 1.68
SP ACH TRANSIT ITEM	53	4	\$ 0.02000	\$ 0.08	\$ 1.06
SP ACH PROCESS RUN	37	3	\$ 2.00000	\$ 6.00	\$ 74.00
SP ACH RTN ITEM	0	0	\$ -	\$ -	\$ -
ACH REMITTANCE MONTHLY MAINT	0	0	\$ -	\$ -	\$ -
FIRST	12	1	\$ 42.00000	\$ 42.00	\$ 504.00
NEXT	36	3	\$ 32.00000	\$ 96.00	\$ 1,152.00
<u>BRANCH COIN/CURRENCY SERVICES</u>					
CASH DEPOSITED-PER \$100	3,127	261	\$ 0.04000	\$ 10.44	\$ 125.08
COIN DEPOSITED- PER ROLL	20	2	\$ 0.14000	\$ 0.28	\$ 2.80
LOOSE CURRENCY ORDERED/\$100	275	23	\$ 0.10000	\$ 2.30	\$ 27.50
CURRENCY ORDERED- PER STRAP	22	2	\$ 0.65000	\$ 1.30	\$ 14.30
COINS ROLLS ORDERED- PER ROLL	425	35	\$ 0.08000	\$ 2.80	\$ 34.00
COINS ROLLS ORDERED- PER BOX	0	0	\$ -	\$ -	\$ -
NIGHT DEP PROCESSING- PER DEP	63	5	\$ 1.25000	\$ 6.25	\$ 78.75
BRANCH DEPOSIT PROCESSING FEE	200	17	\$ 1.25000	\$ 21.25	\$ 250.00
<u>CVS COIN/CURRENCY</u>					
CASH DEP-PER \$100-SPOKANE	82,393	6,866	\$ 0.05000	\$ 343.30	\$ 4,119.65
CASH VAULT DEPOSIT-SPOKANE	6,099	508	\$ 0.15000	\$ 76.20	\$ 914.85
COIN BAGS DEPOSITED-SPOKANE	5,008	417	\$ 2.00000	\$ 834.00	\$ 10,016.00
LOOSE COIN DEPOSITED- SPOKANE	3	0	\$ -	\$ -	\$ -
COIN DEP ADJUSTMENT-SPOKANE	48	4	\$ -	\$ -	\$ -
INDIVIDUAL COIN ROLLS-SPOKANE	4,029	336	\$ 0.08000	\$ 26.88	\$ 322.32
BOX COIN ORDERS- SPOKANE	19	2	\$ 4.75000	\$ 9.50	\$ 90.25
CURR ORDERED-PER STRAP-SPOKANE	1,248	104	\$ 0.30000	\$ 31.20	\$ 374.40
STD CASH ORDERS-SPOKANE	24	2	\$ 0.30000	\$ 0.60	\$ 7.20
NON STD CASH ORDERS-SPOKANE	210	18	\$ 0.30000	\$ 5.40	\$ 63.00
LATE CASH ORDER- SPOKANE	4	0	\$ 15.00000	\$ -	\$ 60.00

City of Spokane
RFP 4249-16
Attachment 2-Banking Activity Pricing Sheet

Description	2015 Actual Annual Activity	Projected Monthly Activity	Per Item Cost	Monthly Cost	Annual Cost
COIN WRAPPERS/BOX-SPOKANE	0	0	\$ -	\$ -	\$ -
MAILED RECEIPTS-SPOKANE	547	46	\$ -	\$ -	\$ -
FOREIGN CURR DEPOSITED-SPOKANE	0	0	\$ -	\$ -	\$ -
<u>E-LOCKBOX</u>					
E-LOCKBOX MAINTENANCE	12	1	\$ 75.00000	\$ 75.00	\$ 900.00
ELBX ELECTRONIC PYMT RB ITEM	145,657	12,138	\$ 0.07000	\$ 849.66	\$ 10,195.99
ELBX MANUAL NOC ITEM	0	0	\$ -	\$ -	\$ -
ELBX DATA TRANSMISSION OUTPUT	252	21	\$ 2.00000	\$ 42.00	\$ 504.00
E-LOCKBOX TRANSL PAYMENT	0	0	\$ -	\$ -	\$ -
<u>INTERNATIONAL BANKING</u>					
PRE-ENCODE CAD/USD ITEM	0	0	\$ -	\$ -	\$ -
UN-ENCODE CAD/USD ITEM	19	2	\$ 4.00000	\$ 8.00	\$ 76.00
CANADIAN (CAD) CHECK DEPOSITED	0	0	\$ -	\$ -	\$ -
<u>MISCELLANEOUS CHARGES</u>					
AUDIT CONFIRMS	0	0	\$ -	\$ -	\$ -
MERCHANT EQIP FEE	154	13	\$ 1.00000	\$ 13.00	\$ 154.47
INVOICE FEE	0		\$ -	\$ -	\$ -
Totals				\$ 22,230.43	\$ 266,812.62

PAYROLL		
	ANNUAL	MONTHLY
PAYROLL CHECKS	5,218	435
ACH PAYMENTS	56,108	4,676

ACCOUNTS PAYABLE		
	ANNUAL	MONTHLY
NUMBER OF CHECKS	17,472	1,456
DOLLAR VOLUME	\$ 166,313,684	\$ 13,859,473.68
NUMBER OF ACH PMNTS	6,123	510
DOLLAR VOLUME	\$ 154,079,773	\$ 12,839,981.09
PURCHASING CARD TRANSACTIONS	21,683	1,807
DOLLAR VOLUME	\$ 4,833,408	\$ 402,784
TRAVEL CARD TRANSACTIONS	Not Available	Not Available
DOLLAR VOLUME	\$ 498,307	\$ 41,526

Accounts Payable Total

Month	Total Count	Total Amount (all modes of payment)
January	3999	\$25,572,018.07
February	3231	\$23,994,969.96
March	3445	\$23,518,806.84
April	3841	\$26,573,948.33
May	3527	\$30,318,633.63
June	3784	\$23,533,255.24
July	4188	\$26,364,362.49
August	3714	\$28,744,397.74
September	3951	\$29,015,904.53
October	3862	\$28,999,847.76
November	3566	\$25,206,855.43
December	4170	\$33,383,865.61
	45,278	\$325,226,865.63

- \$0.00

Checks - Accounts Payable

Checks	
Month	Count Amount

January	1764	\$14,891,758.35	58%	100%
February	1251	\$11,250,311.14	47%	100%
March	1231	\$12,075,524.47	51%	100%
April	1604	\$14,512,186.01	55%	100%
May	1434	\$20,236,119.27	67%	100%
June	1446	\$13,158,997.34	56%	100%
July	1840	\$15,455,690.01	59%	100%
August	1525	\$16,328,816.20	57%	100%
September	1644	\$12,776,327.80	44%	100%
October	1155	\$14,266,157.46	49%	100%
November	1211	\$10,468,505.67	42%	100%
December	1367	\$10,893,290.49	33%	100%
	17,472	\$166,313,684.21		

45,278 \$325,226,865.63

ACH - Accounts Payable

ACH		
Month	Count	Amount

January	402	\$10,284,183.98	40%
February	380	\$12,365,995.58	52%
March	386	\$11,043,411.87	47%
April	437	\$11,568,838.49	44%
May	442	\$9,767,408.31	32%
June	464	\$9,975,439.58	42%
July	508	\$10,547,064.68	40%
August	476	\$12,025,518.93	42%
September	571	\$15,839,579.68	55%
October	620	\$14,329,846.34	49%
November	635	\$14,337,788.10	57%
December	802	\$21,994,697.54	66%
	6,123	\$154,079,773.08	

Purchasing Card-Accounts Payable

Credit Card		
Month	Count	Amount

January	1833	\$396,075.74	2%
February	1600	\$378,663.24	2%
March	1828	\$399,870.50	2%
April	1800	\$492,923.83	2%
May	1651	\$315,106.05	1%
June	1874	\$398,818.32	2%
July	1840	\$361,607.80	1%
August	1713	\$390,062.61	1%
September	1736	\$399,997.05	1%
October	2087	\$403,843.96	1%
November	1720	\$400,561.66	2%
December	2001	\$495,877.58	1%
	21,683	\$4,833,408.34	



Account Analysis & Billing

Proforma Account Analysis

Page 1 of 7

August 26, 2016

CITY OF SPOKANE

Consolidated Analysis Summary

Lead Account Number	153595286060
Earnings Credit Rate	0.370%
Negative Collected Rate	7.50%
Current Month Multiplier	3,243.24
Settlement Frequency	QUARTERLY

Balance Summary

Average Collected Balance	=	110,888,000.00
Average Negative Collected	\$	(38,006.00)
Average Positive Collected Balance	\$	110,926,006.00

Settlement Analysis

Collected Balance Available for Earnings Credit Services	=	110,926,006.00
Earnings Credit @ 0.37%		34,202.19
Earnings Credit Based Service Charges	-	22,214.36
Current Month Surplus/(Deficit) Position	=	11,987.82
Net Service Charges	\$	-

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
	Depository Services				
010000	Account Maintenance	24	\$ 4.00	\$ 96.00	\$ 311,351
010101	Paper Credits	537	\$ 0.15	\$ 80.55	\$ 261,243
010101	Electronic Credits	989	\$ 0.10	\$ 98.90	\$ 320,757
010100	Paper Debits	86	\$ 0.05	\$ 4.30	\$ 13,946
010100	Electronic Debits	331	\$ 0.04	\$ 13.24	\$ 42,941
150101	Rejected Checks Paid				
150101	For First 50 Per Acct	9	\$ 0.00	\$ -	
150101	For Over 50 Per Acct		\$ 0.60	\$ -	
100220	Deposited Item - On-Us	3,129	\$ 0.025	\$ 78.23	\$ 253,703
100224	Deposited Item - Transit	26,618	\$ 0.03	\$ 798.54	\$ 2,589,859
100210	Lockbox Deposited Item - On-Us		\$ 0.015		
100214	Lockbox Deposited Item - Transit		\$ 0.02		
100230	Rejected Preencoded Deposited Item	92	\$ 0.35	\$ 32.20	\$ 104,432
100400	Returned Deposited Item - per Item	24	\$ 1.00	\$ 24.00	\$ 77,838
100405	Returned Deposited Item Maintenance - per Month				



Proforma Account Analysis

Page 2 of 7

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
100405	For First 1	1	\$ 10.00	\$ 10.00	\$ 32,432
100405	For Over 1	10	\$ 5.00	\$ 50.00	\$ 162,162
100402	Returned Deposited Item Redeposited - per Item	27	\$ 0.75	\$ 20.25	\$ 65,676
100411	Returned Deposited Item Fax Notification - per Day		\$ 0.00		
100411	Returned Deposited Item Duplicate Advice Faxed - per Fax		\$ 0.00		
100401	Returned Dep Item Image Copy of Returned Item - per Item		\$ 0.00		
100403	Returned Deposited Item Image Retrieved - per Item	29	\$ 0.10	\$ 2.90	\$ 9,405
000230	Deposit Coverage	110,888	\$ 0.12075	\$ 13,389.73	\$ 43,426,138
010320	Snapshot Statement/Copy of Statement	1	\$ 10.00	\$ 10.00	\$ 32,432
150240	Check Filter Monthly Maintenance	3	\$ 0.00	-	
150420	Stop Payment 24 Months - Manual	1	\$ 35.00	\$ 35.00	\$ 113,514
010600	Account Inquiries By Phone		\$ 0.00		
159999	Fax Fee		\$ 0.40		
151342	Copy of Check or Deposit Ticket	1	\$ 6.00	\$ 6.00	\$ 19,459
000210	Charge for Neg Coll Balance	\$ 237.54	1	\$ 237.54	\$ 770,392
	Subtotal Depository Services			\$ 14,987.37	\$ 48,607,682
	Account Reconciliation Services				
150030	Full Positive Pay Monthly Maintenance		\$ 0.00		
150030	For First 1 Per Acct	2	\$ 20.00	\$ 40.00	\$ 129,730
150030	Each Additional Reconciliation per Cycle Over 1 Per Acct		\$ 15.00	-	
150030	N/A		\$ 0.00	-	
150120	Full/Positive Pay - per Item	2,072	\$ 0.04	\$ 82.88	\$ 268,800
200010	Full Reconciliation Maintenance		\$ 0.00		
200010	For First 1 Per Acct		\$ 20.00		
200010	Each Additional Reconciliation per Cycle Over 1 Per Acct		\$ 20.00		
150030	Positive Pay Only Monthly Maintenance - per Account	3	\$ 20.00	\$ 60.00	\$ 194,595
150120	Positive Pay Only - per Item	31	\$ 0.02	\$ 0.62	\$ 2,011
150322	SPT Checks Returned - per Item - Pos Pay and RPP	1	\$ 25.00	\$ 25.00	\$ 81,081
151352	Positive Pay Image Retrieval - per Item	8	\$ 0.00	-	
20020B	SinglePoint Issue/Cancel Input - per Item	45	\$ 0.25	\$ 11.25	\$ 36,486
150310	SinglePoint Positive Pay Exceptions - per Item	1	\$ 1.00	\$ 1.00	\$ 3,243
20020B	SinglePoint File Upload - per Account - per File		\$ 0.00		
20020B	For First 5 Per Acct	5	\$ 5.00	\$ 25.00	\$ 81,081
20020B	For Over 5 Per Acct	11	\$ 5.00	\$ 55.00	\$ 178,378
159999	SinglePoint File Confirmation - per Confirm - per Account	28	\$ 1.00	\$ 28.00	\$ 90,811
200100	SPT ARP Recon Report - per Item	3,069	\$ 0.02	\$ 61.38	\$ 199,070
200306	SPT ARP Recon Reports Monthly Maintenance - per Account	2	\$ 10.00	\$ 20.00	\$ 64,865
151200	Recon Printing and Mailing Fee - per Cycle	2	\$ 15.00	\$ 30.00	\$ 97,297
200306	SP ARP Daily Outstanding Maint - per Account	2	\$ 10.00	\$ 20.00	\$ 64,865
200306	SP ARP Daily Outstanding Item	18,653	\$ 0.02	\$ 373.06	\$ 1,209,924
200201	ARP Transmission Input - per Transmission	26	\$ 15.00	\$ 50.00 ¹	\$ 162,162
200301	ARP Transmission Output - per Transmission	42	\$ 5.00	\$ 210.00	\$ 681,081
200301	ARP Transmission - per Item	2,073	\$ 0.015	\$ 31.10	\$ 100,849
209999	ARP Special Transmission Format - per Account	2	\$ 0.00	-	
150100	Daily Checks Paid File Monthly Maintenance - per Account	2	\$ 45.00	\$ 90.00	\$ 291,892
150100	Daily Checks Paid File - per Item	2,072	\$ 0.015	\$ 31.08	\$ 100,800



Proforma Account Analysis

Page 3 of 7

Account Analysis & Billing

AFP	Service	Volume	Unit	Price	Total	Collected
						Balance
						Required
150122	Payee Positive Pay Monthly Maintenance - per Account	3	\$	0.00	\$ -	
151022	Payee Positive Pay - per Item	2,100	\$	0.02	\$ 42.00	\$ 136,216
150122	Payee Positive Pay Exceptions - per Item	5	\$	2.00	\$ 10.00	\$ 32,432
	Subtotal Account Reconciliation Services			\$	1,297.37	\$ 4,207,670
	EPay					
310000	Web Monthly Maintenance		\$	0.00		
310000	For First 1		\$	100.00		
310000	For Over 1		\$	50.00		
310000	Web and IVR Monthly Maintenance		\$	0.00		
310000	For First 1		\$	200.00		
310000	For Over 1		\$	200.00		
	Subtotal EPay			\$	-	
	SinglePoint					
400272	Current Day Summary and Detail Monthly Maintenance		\$	0.00		
400272	For First 1	1	\$	7.00	\$ 7.00	\$ 22,703
400272	For Over 1	25	\$	5.00	\$ 125.00	\$ 405,405
400272	Current Day Detail - per Item	2,656	\$	0.02	\$ 53.12	\$ 172,281
400272	Current Day Summary - per Item	6,343	\$	0.02	\$ 126.86	\$ 411,438
409999	Current Day ACH Addenda Monthly Maintenance - per Ac	1	\$	30.00	\$ 30.00	\$ 97,297
400272	Previous Day Summary and Detail Monthly Maintenance		\$	0.00		
400272	For First 1	1	\$	7.00	\$ 7.00	\$ 22,703
400272	For Over 1	25	\$	5.00	\$ 125.00	\$ 405,405
400272	Previous Day Detail - per Item	2,456	\$	0.02	\$ 49.12	\$ 159,308
400272	Previous Day Summary - per Item	6,552	\$	0.02	\$ 131.04	\$ 424,995
010407	Account Analysis Report TXT - per Customer		\$	0.00		
010407	For First 1		\$	1.00		
010407	For Over 1		\$	0.00		
409999	Account Analysis Report PDF - per Account		\$	0.00		
409999	For First 1	1	\$	1.00	\$ 1.00	\$ 3,243
409999	For Over 1		\$	0.00	\$ -	
010307	DDA Statement Report TXT - per Account		\$	1.00		
409999	DDA Statement Report PDF - per Account	14	\$	1.00	\$ 14.00	\$ 45,405
250720	ACH Return and NOC Report - per Account		\$	0.00		
250720	For First 1	1	\$	2.00	\$ 2.00	\$ 6,486
250720	For Over 1	1	\$	1.00	\$ 1.00	\$ 3,243
250720	ACH Return and NOC Report	2	\$	0.00	\$ -	
250720	ACH Received Item Report - per Account		\$	5.00		
300225	EDI Remittance Report - per Account	4	\$	0.00	\$ -	
400800	Extend Retention - per Account - 60 Days		\$	5.00		
401020	Token Monthly Maintenance - per Token	10	\$	0.00	\$ -	
400810	User Adds/Modifications/Deletes - per User		\$	0.00		
400810	Account Adds/Modifications/Deletes - per Account		\$	0.00		
400110	Prev Day Data Transmissions Monthly Maintenance - per Account		\$	0.00		
400110	For First 1	1	\$	5.00	\$ 5.00	\$ 16,216
400110	For Over 1	14	\$	5.00	\$ 70.00	\$ 227,027



Proforma Account Analysis

Page 4 of 7

Account Analysis & Billing

AFP	Service	Volume	Unit	Price	Total	Collected
						Balance
						Required
400110	Previous Day Data Transmissions - per Transmission	21	\$	2.00	\$ 42.00	\$ 136,216
400232	Previous Day Data Transmissions - per Item	7,019	\$	0.02	\$ 140.38	\$ 455,286
400110	Current Day Data Transmissions Monthly Maintenance		\$	0.00		
400110	For First 1	1	\$	5.00	\$ 5.00	\$ 16,216
400110	For Over 1	14	\$	5.00	\$ 70.00	\$ 227,027
400110	Current Day Transmissions - per Transmit	21	\$	5.00	\$ 105.00	\$ 340,541
400110	Current Day Data Transmissions - per Item	6,601	\$	0.02	\$ 132.02	\$ 428,173
409999	Book Transfers Monthly Maintenance - per Customer		\$	0.00		
409999	For First 1	1	\$	5.00	\$ 5.00	\$ 16,216
409999	For Over 1	12	\$	0.00	-	
409999	Book Transfers - per Transfer	23	\$	0.00	-	
100600	Mobile SinglePoint Monthly Maintenance - per Customer	1	\$	10.00	\$ 10.00	\$ 32,432
999999	Cash Vault Monthly Maintenance - per Customer	1	\$	0.00	-	
150410	Stop Payment Monthly Maintenance - per Customer		\$	0.00		
150410	For First 1	1	\$	10.00	\$ 10.00	\$ 32,432
150410	For Over 1	3	\$	0.00	-	
150410	Stop Payment		\$	0.00		
150410	For First 10 Per Acct		\$	8.00		
150410	For Over 10 Per Acct		\$	8.00		
250000	SP ACH Origination Mo Maint - per Customer		\$	0.00		
250000	For First 1	1	\$	42.00	\$ 42.00	\$ 136,216
250000	For Over 1		\$	0.00	-	
250611	ACH Adjustments Monthly Maintenance - per Customer		\$	0.00		
250611	For First 1	1	\$	0.00	-	
250611	For Over 1		\$	0.00	-	
350000	Wire Transfer Monthly Maintenance - per Customer		\$	0.00		
350000	For First 1	1	\$	7.00	\$ 7.00	\$ 22,703
350000	For Over 1		\$	0.00	-	
150030	Positive Pay Monthly Maintenance	5	\$	0.00	-	
200201	Issue Maintenance Monthly Maintenance - per Customer		\$	0.00		
200201	For First 1	1	\$	0.00	-	
200201	For Over 1	4	\$	0.00	-	
151350	Image Access Monthly Maintenance - per Account	25	\$	7.00	\$ 175.00	\$ 567,568
409999	External Messaging Monthly Maintenance - per Customer		\$	0.00		
409999	For First 1	1	\$	0.00	-	
409999	For Over 1	14	\$	5.00	\$ 70.00	\$ 227,027
409999	External User Message Sent - per Email/Fax	1	\$	0.00	-	
409999	External User Task Sent - per Email/Fax	21	\$	0.00	-	
	Subtotal SinglePoint			\$	1,560.54	\$ 5,061,211
	Wire Transfers					
350000	Wire Monthly PIN Maintenance - per Customer	1	\$	2.00	\$ 2.00	\$ 6,486
350300	Incoming Fedwire		\$	3.50		
350123	Internal Domestic Wire Credit	3	\$	2.00	\$ 6.00	\$ 19,459
350300	Incoming Fedwire - CTP	7	\$	0.00	-	
350540	Cancelled Outgoing Wire	1	\$	2.00	\$ 2.00	\$ 6,486
350520	Drawdown Request Outbound		\$	2.00		
350100	SinglePoint Fedwire Repetitive		\$	2.00		



Proforma Account Analysis

Page 5 of 7

Account Analysis & Billing

AFP	Service	Volume		Unit Price		Total Price		Collected Balance Required
350104	SinglePoint Fedwire Non-Repetitive	3	\$	2.00	\$	6.00	\$	19,459
350700	SinglePoint International USD Repetitive		\$	20.00				
350700	SinglePoint International USD Non-Repetitive		\$	20.00				
350120	SinglePoint Internal Transfer	1	\$	7.00	\$	7.00	\$	22,703
350412	Wire Advice Mail		\$	0.00				
	Subtotal Wire Transfers				\$	23.00	\$	74,595
	Zero Balance Accounts							
010020	ZBA Lead Account	2	\$	5.00	\$	10.00	\$	32,432
010021	ZBA Subsidiary Accounts	11	\$	2.00	\$	22.00	\$	71,351
	Subtotal Zero Balance Accounts				\$	32.00	\$	103,784
	Controlled Disbursements							
150000	CD Monthly Maintenance - per Account	2	\$	0.00	\$	-		
150110	CD Checks Paid - per Item	2,072	\$	0.05	\$	120.00	\$	389,189
	Subtotal Controlled Disbursements				\$	120.00	\$	389,189
	Image Services							
151351	Image Access Paid Check Images - per Item Stored	2,135	\$	0.035	\$	74.73	\$	242,351
151351	Image Access Deposited Item Images - per Item Stored	30,147	\$	0.035	\$	1,055.15	\$	3,422,092
151350	Image Archive CD-ROM Monthly Maintenance - per Acct		\$	10.00				
151353	Image Archive CD-ROM - per CD-ROM		\$	5.00				
151355	Images Retrieved per Item							
151355	For First 10	10	\$	0.00	\$	-		
151355	For Over 10	4	\$	2.00	\$	8.00	\$	25,946
151352	Short Term Images - per Item Retrieved	1	\$	2.00	\$	2.00	\$	6,486
	Subtotal Image Services				\$	1,139.87	\$	3,696,876
	ACH Services							
250000	Monthly Maintenance - per Customer	3	\$	35.00	\$	35.00	¹ \$	113,514
250120	Addenda Item (no charge if originated through EDI) per A	125	\$	0.01	\$	1.25	\$	4,054
250501	Process Run - per Unique Company ID	36	\$	2.00	\$	72.00	\$	233,514
250102	Transit Item		\$	0.00				
250102	If 1 - 10000 Per Acct		\$	0.02	\$	-		
250102	If Over 10000 Per Acct	11,595	\$	0.02	\$	231.90	\$	752,108
250102	On-Us Item		\$	0.00				
250102	If 1 - 10000 Per Acct	874	\$	0.02	\$	17.48	\$	56,692
250102	If Over 10000 Per Acct		\$	0.02	\$	-		
259999	Confirmation via Fax - per Fax		\$	1.00				
259999	Confirmation via Email - per Email	98	\$	0.50	\$	49.00	\$	158,919
250202	Received Item - per Item	343	\$	0.07	\$	24.01	\$	77,870
251050	Block Monthly Maintenance - per Account	2	\$	10.00	\$	20.00	\$	64,865
251050	Filter Monthly Maintenance - per Account	1	\$	10.00	\$	10.00	\$	32,432
250302	Return - per Received Item	16	\$	1.50	\$	24.00	\$	77,838
251070	Notification of Change - per Item	9	\$	1.00	\$	9.00	\$	29,189



Proforma Account Analysis

Page 6 of 7

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
250401	Return and NOC via Fax - per Item	16	\$ 0.00	\$ -	
250640	Request - per Item	1	\$ 25.00	\$ 25.00	\$ 81,081
250641	Request - per Batch		\$ 17.00		
250642	Request - per File	1	\$ 17.00	\$ 17.00	\$ 55,135
250102	SinglePoint ACH On-Us Item	7	\$ 0.02	\$ 0.14	\$ 454
250102	SinglePoint ACH Transit Item	4	\$ 0.02	\$ 0.08	\$ 259
250505	SinglePoint ACH Process Run - per Unique Company ID	3	\$ 2.00	\$ 6.00	\$ 19,459
250302	SinglePoint ACH Return Item		\$ 1.50		
251070	SinglePoint ACH Notification of Change - per Item		\$ 1.00		
300010	Monthly Maintenance - per Account		\$ 0.00		
300010	For First 1	1	\$ 42.00	\$ 42.00	\$ 136,216
300010	For Over 1	3	\$ 32.00	\$ 96.00	\$ 311,351
300229	Report via Information Reporting	40	\$ 0.00	\$ -	
	Subtotal ACH Services		\$	679.86	\$ 2,204,951
	Branch Coin/Currency Services				
10001Z	Cash Deposited - per \$100	261	\$ 0.04	\$ 10.44	\$ 33,859
100011	Coin Deposit - per Roll	2	\$ 0.14	\$ 0.28	\$ 908
100014	Fed Ready Coin Deposit - per Bag		\$ 1.00		
109999	Night Deposit Processing - per Deposit	5	\$ 1.25	\$ 6.25	\$ 20,270
100000	Branch Deposit Processing - per Deposit	17	\$ 1.25	\$ 21.25	\$ 68,919
10004A	Currency Order - per Strap	2	\$ 0.65	\$ 1.30	\$ 4,216
100048	Loose Currency Ordered - per \$100	23	\$ 0.10	\$ 2.30	\$ 7,459
100044	Coin Rolls Ordered - per Roll	35	\$ 0.08	\$ 2.80	\$ 9,081
100040	Change Order - per Order	3	\$ 0.00	\$ -	
	Subtotal Branch Coin/Currency Services		\$	44.62	\$ 144,714
	CVS Coin/Currency				
100114	Cash Deposit - per \$100	6,866	\$ 0.05	\$ 343.30	\$ 1,113,405
100100	Cash Vault Deposit	508	\$ 0.15	\$ 76.20	\$ 247,135
100113	Coin Bag Deposited	417	\$ 2.00	\$ 834.00	\$ 2,704,865
100501	Cash Deposit Adjustment	4	\$ 0.00	\$ -	
100144	Individual Coin Roll	336	\$ 0.08	\$ 26.88	\$ 87,178
100146	Box Coin Ordered	2	\$ 4.75	\$ 9.50	\$ 30,811
10014A	Currency Order - per Strap	104	\$ 0.30	\$ 31.20	\$ 101,189
100141	Standard Cash Order	2	\$ 0.30	\$ 0.60	\$ 1,946
100141	Nonstandard Cash Order	18	\$ 0.30	\$ 5.40	\$ 17,514
100143	Late Cash Order	1	\$ 15.00	\$ 15.00	\$ 48,649
109999	Mailed Receipt	46	\$ 0.00	\$ -	
	Subtotal CVS Coin/Currency		\$	1,342.08	\$ 4,352,692
	E-Lockbox Services				
310104	Monthly Maintenance - per Biller ID		\$ 0.00		
310104	For First 1	1	\$ 75.00	\$ 75.00	\$ 243,243
310104	For Over 1		\$ 50.00	\$ -	
250202	Remote Banking Items		\$ 0.00		



Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
250202	If 1 - 4999 Per Acct		\$ 0.16	\$ -	
250202	If 5000 - 9999 Per Acct		\$ 0.11	\$ -	
250202	If 10000 - 24999 Per Acct	12,138	\$ 0.07	\$ 849.66	\$ 2,755,654
250202	If 25000 - 49999 Per Acct		\$ 0.09	\$ -	
250202	If 50000 - 99999 Per Acct		\$ 0.06	\$ -	
250202	If Over 99999 Per Acct		\$ 0.04	\$ -	
310113	Data Transmission - per Transmission	21	\$ 2.00	\$ 42.00	\$ 136,216
310112	Reporting Translation - per Payment	12,138	\$ 0.00	\$ -	
	Subtotal E-Lockbox			\$ 966.66	\$ 3,135,114
	International Banking				
609999	Canadian Dollar on Canadian Bank Check Deposit		\$ 0.06		
609999	U.S. Dollar on Canadian Bank Check Deposit	2	\$ 4.00	\$ 8.00	\$ 25,946
	Subtotal International Banking			\$ 8.00	\$ 25,946
	Miscellaneous Services				
999999	MERCHANT EQUIPMENT FEE	13	\$ 1.00	\$ 13.00	\$ 42,162
000371	Account Analysis Invoice Fee		\$ 0.00		
	Subtotal Miscellaneous Services			\$ 13.00	\$ 42,162
	Total Service Charges			\$ 22,214.36	\$ 72,046,584
	One Time and Annual Charges				
310600	Setup Web payments - 1st Application		\$ 1,000.00		
310600	Setup IVR Payments - 1st Application		\$ 1,000.00		
	Total One Time and Annual Service Charges			\$ -	

¹ A minimum and/or maximum total price calculation has been applied

Prices quoted in this proposal are only for those Treasury Management Services requested by the customer. Additional Treasury Management Services will be separately priced at the time of customer's request. Prices quoted are valid for 60 days following customer's receipt, after which they will be subject to change by U.S. Bank. All prices are subject to change, at any time and at Bank's sole discretion, due to changes in business conditions, volumes, quality of work provided by the customer and normal pricing change cycles.

Notwithstanding anything contained herein to the contrary, all Treasury Management Services provided to customer are subject to U.S. Bank's Services Terms and Conditions, as the same may be amended from time to time.



Account Analysis & Billing

Proforma Account Analysis

Page 1 of 9

August 26, 2016

CITY OF SPOKANE

Consolidated Analysis Summary

Lead Account Number	153595286060
Earnings Credit Rate	0.370%
Negative Collected Rate	7.50%
Current Month Multiplier	3,243.24
Settlement Frequency	QUARTERLY

Balance Summary

Average Collected Balance	=	110,888,000.00
Average Negative Collected	\$	(38,006.00)
Average Positive Collected Balance	\$	110,926,006.00

Settlement Analysis

Collected Balance Available for Earnings Credit Services	=	110,926,006.00
Earnings Credit @ 0.37%		34,202.19
Earnings Credit Based Service Charges	-	39,784.08
Current Month Surplus/(Deficit) Position	=	(5,581.90)
Net Service Charges	\$	<u>5,581.90</u>

<u>AFP</u>	<u>Service</u>	<u>Volume</u>	<u>Unit</u>	<u>Price</u>	<u>Total</u>	<u>Collected</u> <u>Balance</u> <u>Required</u>
	Depository Services					
010000	Account Maintenance	24	\$	4.00	\$ 96.00	\$ 311,351
010101	Paper Credits	537	\$	0.15	\$ 80.55	\$ 261,243
010101	Electronic Credits	989	\$	0.10	\$ 98.90	\$ 320,757
010100	Paper Debits	86	\$	0.05	\$ 4.30	\$ 13,946
010100	Electronic Debits	331	\$	0.04	\$ 13.24	\$ 42,941
150101	Rejected Checks Paid					
150101	For First 50 Per Acct	9	\$	0.00	\$ -	
150101	For Over 50 Per Acct		\$	0.60	\$ -	
100220	Deposited Item - On-Us	3,129	\$	0.025	\$ 78.23	\$ 253,703
100224	Deposited Item - Transit	26,618	\$	0.03	\$ 798.54	\$ 2,589,859
100210	Lockbox Deposited Item - On-Us		\$	0.015		
100214	Lockbox Deposited Item - Transit		\$	0.02		
100230	Rejected Preencoded Deposited Item	92	\$	0.35	\$ 32.20	\$ 104,432
100400	Returned Deposited Item - per Item	24	\$	1.00	\$ 24.00	\$ 77,838
100405	Returned Deposited Item Maintenance - per Month					



Proforma Account Analysis

Page 2 of 9

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
100405	For First 1	1	\$ 10.00	\$ 10.00	\$ 32,432
100405	For Over 1	10	\$ 5.00	\$ 50.00	\$ 162,162
100402	Returned Deposited Item Redeposited - per Item	27	\$ 0.75	\$ 20.25	\$ 65,676
100411	Returned Deposited Item Fax Notification - per Day		\$ 0.00		
100411	Returned Deposited Item Duplicate Advice Faxed - per Fax		\$ 0.00		
100401	Returned Dep Item Image Copy of Returned Item - per Item		\$ 0.00		
100403	Returned Deposited Item Image Retrieved - per Item	29	\$ 0.10	\$ 2.90	\$ 9,405
000230	Deposit Coverage	110,888	\$ 0.12075	\$ 13,389.73	\$ 43,426,138
010320	Snapshot Statement/Copy of Statement	1	\$ 10.00	\$ 10.00	\$ 32,432
150240	Check Filter Monthly Maintenance	3	\$ 0.00	-	
150420	Stop Payment 24 Months - Manual	1	\$ 35.00	\$ 35.00	\$ 113,514
010600	Account Inquiries By Phone		\$ 0.00		
159999	Fax Fee		\$ 0.40		
151342	Copy of Check or Deposit Ticket	1	\$ 6.00	\$ 6.00	\$ 19,459
000210	Charge for Neg Coll Balance	\$ 237.54	1	\$ 237.54	\$ 770,392
	Subtotal Depository Services			\$ 14,987.37	\$ 48,607,682
	Account Reconciliation Services				
150030	Full Positive Pay Monthly Maintenance		\$ 0.00		
150030	For First 1 Per Acct	2	\$ 20.00	\$ 40.00	\$ 129,730
150030	Each Additional Reconciliation per Cycle Over 1 Per Acct		\$ 15.00	-	
150030	N/A		\$ 0.00	-	
150120	Full/Positive Pay - per Item	2,072	\$ 0.04	\$ 82.88	\$ 268,800
200010	Full Reconciliation Maintenance		\$ 0.00		
200010	For First 1 Per Acct		\$ 20.00		
200010	Each Additional Reconciliation per Cycle Over 1 Per Acct		\$ 20.00		
150030	Positive Pay Only Monthly Maintenance - per Account	3	\$ 20.00	\$ 60.00	\$ 194,595
150120	Positive Pay Only - per Item	31	\$ 0.02	\$ 0.62	\$ 2,011
150322	SPT Checks Returned - per Item - Pos Pay and RPP	1	\$ 25.00	\$ 25.00	\$ 81,081
151352	Positive Pay Image Retrieval - per Item	8	\$ 0.00	-	
20020B	SinglePoint Issue/Cancel Input - per Item	45	\$ 0.25	\$ 11.25	\$ 36,486
150310	SinglePoint Positive Pay Exceptions - per Item	1	\$ 1.00	\$ 1.00	\$ 3,243
20020B	SinglePoint File Upload - per Account - per File		\$ 0.00		
20020B	For First 5 Per Acct	5	\$ 5.00	\$ 25.00	\$ 81,081
20020B	For Over 5 Per Acct	11	\$ 5.00	\$ 55.00	\$ 178,378
159999	SinglePoint File Confirmation - per Confirm - per Account	28	\$ 1.00	\$ 28.00	\$ 90,811
200100	SPT ARP Recon Report - per Item	3,069	\$ 0.02	\$ 61.38	\$ 199,070
200306	SPT ARP Recon Reports Monthly Maintenance - per Account	2	\$ 10.00	\$ 20.00	\$ 64,865
151200	Recon Printing and Mailing Fee - per Cycle	2	\$ 15.00	\$ 30.00	\$ 97,297
200306	SP ARP Daily Outstanding Maint - per Account	2	\$ 10.00	\$ 20.00	\$ 64,865
200306	SP ARP Daily Outstanding Item	18,653	\$ 0.02	\$ 373.06	\$ 1,209,924
200201	ARP Transmission Input - per Transmission	26	\$ 15.00	\$ 50.00 ¹	\$ 162,162
200301	ARP Transmission Output - per Transmission	42	\$ 5.00	\$ 210.00	\$ 681,081
200301	ARP Transmission - per Item	2,073	\$ 0.015	\$ 31.10	\$ 100,849
209999	ARP Special Transmission Format - per Account	2	\$ 0.00	-	
150100	Daily Checks Paid File Monthly Maintenance - per Account	2	\$ 45.00	\$ 90.00	\$ 291,892
150100	Daily Checks Paid File - per Item	2,072	\$ 0.015	\$ 31.08	\$ 100,800



Proforma Account Analysis

Page 3 of 9

Account Analysis & Billing

AFP	Service	Volume	Unit	Price	Total	Collected
						Balance
						Required
150122	Payee Positive Pay Monthly Maintenance - per Account	3	\$	0.00	\$ -	
151022	Payee Positive Pay - per Item	2,100	\$	0.02	\$ 42.00	\$ 136,216
150122	Payee Positive Pay Exceptions - per Item	5	\$	2.00	\$ 10.00	\$ 32,432
	Subtotal Account Reconcilement Services			\$	1,297.37	\$ 4,207,670
	EPay					
310000	Web Monthly Maintenance		\$	0.00		
310000	For First 1	1	\$	125.00	\$ 125.00	\$ 405,405
310000	For Over 1	1	\$	50.00	\$ 50.00	\$ 162,162
310000	Web Monthly Maintenance with Pre-registration File		\$	0.00		
310000	For First 1		\$	0.00	\$ -	
310000	For Over 1		\$	0.00	\$ -	
310000	Web and IVR Monthly Maintenance		\$	0.00		
310000	For First 1		\$	0.00	\$ -	
310000	For Over 1		\$	0.00	\$ -	
310420	Total Web one-time Payments - per Confirmation Number		\$	0.00		
310420	If 1 - 1000		\$	0.45	\$ -	
310420	If 1001 - 10000		\$	0.35	\$ -	
310420	If 10001 - 50000	15,000	\$	0.25	\$ 3,750.00	\$ 12,162,162
310420	If 50001 - 100000		\$	0.20	\$ -	
310420	If 100001 - 250000		\$	0.16	\$ -	
310420	If Over 250000		\$	0.19	\$ -	
310240	E-Payment Call Center Support		\$	0.95	\$ -	
310600	Web Test Application Implementation - Post-Production		\$	0.00	\$ -	
310600	IVR Test Application Implementation - Post-Production		\$	0.00	\$ -	
310600	IVR and Web Test Application Implementation - Post-Production		\$	0.00	\$ -	
319999	Test Application Hourly Support - per Hour		\$	0.00	\$ -	
310420	File Transmission Support		\$	100.00	\$ -	
310420	Real-Time Communications Support		\$	50.00	\$ -	
310420	Remote Web Services Monthly Maintenance - with Web		\$	0.00	\$ -	
310420	Remote Web Services Maint No Load		\$	0.00	\$ -	
310420	Kiosk Outdoor Model - monthly fee per kiosk		\$	820.00	\$ -	
310420	Kiosk Indoor Model - monthly fee per kiosk	1	\$	600.00	\$ 600.00	\$ 1,945,946
310420	Kiosk Monthly Maintenance - monthly fee per kiosk	1	\$	636.00	\$ 636.00	\$ 2,062,703
310420	Kiosk Delivery Fee (S & H) - one time fee	1	\$	0.00	\$ -	
310420	Kiosk Payments - per confirmation number	500	\$	0.95	\$ 475.00	\$ 1,540,541
300519	EPayments Custom Report - per Remittance		\$	0.00	\$ -	
310501	Custom Remittance File - per Transmission		\$	5.00	\$ -	
300502	Custom Remittance File VAN Transmission - per Kilocharacter		\$	0.00	\$ -	
	Subtotal EPay			\$	5,636.00	\$ 18,278,919
	SinglePoint					
400272	Current Day Summary and Detail Monthly Maintenance		\$	0.00		
400272	For First 1	1	\$	7.00	\$ 7.00	\$ 22,703
400272	For Over 1	25	\$	5.00	\$ 125.00	\$ 405,405
400272	Current Day Detail - per Item	2,656	\$	0.02	\$ 53.12	\$ 172,281
400272	Current Day Summary - per Item	6,343	\$	0.02	\$ 126.86	\$ 411,438



Proforma Account Analysis

Page 4 of 9

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
409999	Current Day ACH Addenda Monthly Maintenance - per Ac	1	\$ 30.00	\$ 30.00	\$ 97,297
400272	Previous Day Summary and Detail Monthly Maintenance		\$ 0.00		
400272	For First 1	1	\$ 7.00	\$ 7.00	\$ 22,703
400272	For Over 1	25	\$ 5.00	\$ 125.00	\$ 405,405
400272	Previous Day Detail - per Item	2,456	\$ 0.02	\$ 49.12	\$ 159,308
400272	Previous Day Summary - per Item	6,552	\$ 0.02	\$ 131.04	\$ 424,995
010407	Account Analysis Report TXT - per Customer		\$ 0.00		
010407	For First 1		\$ 1.00		
010407	For Over 1		\$ 0.00		
409999	Account Analysis Report PDF - per Account		\$ 0.00		
409999	For First 1	1	\$ 1.00	\$ 1.00	\$ 3,243
409999	For Over 1		\$ 0.00	-	
010307	DDA Statement Report TXT - per Account		\$ 1.00		
409999	DDA Statement Report PDF - per Account	14	\$ 1.00	\$ 14.00	\$ 45,405
250720	ACH Return and NOC Report - per Account		\$ 0.00		
250720	For First 1	1	\$ 2.00	\$ 2.00	\$ 6,486
250720	For Over 1	1	\$ 1.00	\$ 1.00	\$ 3,243
250720	ACH Return and NOC Report	2	\$ 0.00	-	
250720	ACH Received Item Report - per Account		\$ 5.00		
300225	EDI Remittance Report - per Account	4	\$ 0.00	-	
400800	Extend Retention - per Account - 60 Days		\$ 5.00		
401020	Token Monthly Maintenance - per Token	10	\$ 0.00	-	
400810	User Adds/Modifications/Deletes - per User		\$ 0.00		
400810	Account Adds/Modifications/Deletes - per Account		\$ 0.00		
400110	Prev Day Data Transmissions Monthly Maintenance - per Account		\$ 0.00		
400110	For First 1	1	\$ 5.00	\$ 5.00	\$ 16,216
400110	For Over 1	14	\$ 5.00	\$ 70.00	\$ 227,027
400110	Previous Day Data Transmissions - per Transmission	21	\$ 2.00	\$ 42.00	\$ 136,216
400232	Previous Day Data Transmissions - per Item	7,019	\$ 0.02	\$ 140.38	\$ 455,286
400110	Current Day Data Transmissions Monthly Maintenance		\$ 0.00		
400110	For First 1	1	\$ 5.00	\$ 5.00	\$ 16,216
400110	For Over 1	14	\$ 5.00	\$ 70.00	\$ 227,027
400110	Current Day Transmissions - per Transmit	21	\$ 5.00	\$ 105.00	\$ 340,541
400110	Current Day Data Transmissions - per Item	6,601	\$ 0.02	\$ 132.02	\$ 428,173
409999	Book Transfers Monthly Maintenance - per Customer		\$ 0.00		
409999	For First 1	1	\$ 5.00	\$ 5.00	\$ 16,216
409999	For Over 1	12	\$ 0.00	-	
409999	Book Transfers - per Transfer	23	\$ 0.00	-	
100600	Mobile SinglePoint Monthly Maintenance - per Customer	1	\$ 10.00	\$ 10.00	\$ 32,432
999999	Cash Vault Monthly Maintenance - per Customer	1	\$ 0.00	-	
150410	Stop Payment Monthly Maintenance - per Customer		\$ 0.00		
150410	For First 1	1	\$ 10.00	\$ 10.00	\$ 32,432
150410	For Over 1	3	\$ 0.00	-	
150410	Stop Payment		\$ 0.00		
150410	For First 10 Per Acct		\$ 8.00		
150410	For Over 10 Per Acct		\$ 8.00		
250000	SP ACH Origination Mo Maint - per Customer		\$ 0.00		
250000	For First 1	1	\$ 42.00	\$ 42.00	\$ 136,216
250000	For Over 1		\$ 0.00	-	



Proforma Account Analysis

Page 5 of 9

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
250611	ACH Adjustments Monthly Maintenance - per Customer		\$ 0.00		
250611	For First 1	1	\$ 0.00	-	
250611	For Over 1		\$ 0.00	-	
350000	Wire Transfer Monthly Maintenance - per Customer		\$ 0.00		
350000	For First 1	1	\$ 7.00	7.00	\$ 22,703
350000	For Over 1		\$ 0.00	-	
150030	Positive Pay Monthly Maintenance	5	\$ 0.00	-	
200201	Issue Maintenance Monthly Maintenance - per Customer		\$ 0.00		
200201	For First 1	1	\$ 0.00	-	
200201	For Over 1	4	\$ 0.00	-	
151350	Image Access Monthly Maintenance - per Account	25	\$ 7.00	175.00	\$ 567,568
409999	External Messaging Monthly Maintenance - per Customer		\$ 0.00		
409999	For First 1	1	\$ 0.00	-	
409999	For Over 1	14	\$ 5.00	70.00	\$ 227,027
409999	External User Message Sent - per Email/Fax	1	\$ 0.00	-	
409999	External User Task Sent - per Email/Fax	21	\$ 0.00	-	
	Subtotal SinglePoint			\$ 1,560.54	\$ 5,061,211
	Wire Transfers				
350000	Wire Monthly PIN Maintenance - per Customer	1	\$ 2.00	2.00	\$ 6,486
350300	Incoming Fedwire		\$ 3.50		
350123	Internal Domestic Wire Credit	3	\$ 2.00	6.00	\$ 19,459
350300	Incoming Fedwire - CTP	7	\$ 0.00	-	
350540	Cancelled Outgoing Wire	1	\$ 2.00	2.00	\$ 6,486
350520	Drawdown Request Outbound		\$ 2.00		
350100	SinglePoint Fedwire Repetitive		\$ 2.00		
350104	SinglePoint Fedwire Non-Repetitive	3	\$ 2.00	6.00	\$ 19,459
350700	SinglePoint International USD Repetitive		\$ 20.00		
350700	SinglePoint International USD Non-Repetitive		\$ 20.00		
350120	SinglePoint Internal Transfer	1	\$ 7.00	7.00	\$ 22,703
350412	Wire Advice Mail		\$ 0.00		
	Subtotal Wire Transfers			\$ 23.00	\$ 74,595
	Zero Balance Accounts				
010020	ZBA Lead Account	2	\$ 5.00	10.00	\$ 32,432
010021	ZBA Subsidiary Accounts	11	\$ 2.00	22.00	\$ 71,351
	Subtotal Zero Balance Accounts			\$ 32.00	\$ 103,784
	Controlled Disbursements				
150000	CD Monthly Maintenance - per Account	2	\$ 0.00	-	
150110	CD Checks Paid - per Item	2,072	\$ 0.05	120.00	\$ 389,189
	Subtotal Controlled Disbursements			\$ 120.00	\$ 389,189
	Image Services				
151351	Image Access Paid Check Images - per Item Stored	2,135	\$ 0.035	74.73	\$ 242,351



Proforma Account Analysis

Page 6 of 9

Account Analysis & Billing

AFP	Service	Volume		Unit Price		Total Price	Collected Balance Required
151351	Image Access Deposited Item Images - per Item Stored	30,147	\$	0.035	\$	1,055.15	\$ 3,422,092
151350	Image Archive CD-ROM Monthly Maintenance - per Acct		\$	10.00			
151353	Image Archive CD-ROM - per CD-ROM		\$	5.00			
151355	Images Retrieved per Item						
151355	For First 10	10	\$	0.00	\$	-	
151355	For Over 10	4	\$	2.00	\$	8.00	\$ 25,946
151352	Short Term Images - per Item Retrieved	1	\$	2.00	\$	2.00	\$ 6,486
	Subtotal Image Services				\$	1,139.87	\$ 3,696,876
	Lockbox						
050000	Monthly Maintenance - Seattle		\$	0.00			
050000	For First 1	1	\$	110.00	\$	110.00	\$ 356,757
050000	For Over 1		\$	120.00	\$	-	
050100	Processed Item - Seattle	1	\$	0.30	\$	0.30	\$ 973
050122	Processed Item with OCR - Seattle	25,000	\$	0.22	\$	5,500.00	\$ 17,837,838
05011R	Image Check/Coupon - Seattle	50,000	\$	0.0035	\$	175.00	\$ 567,568
05011R	Image Document - Seattle	1	\$	0.12	\$	0.12	\$ 389
050401	Data Transmission Monthly Maintenance - Seattle		\$	0.00			
050401	For First 1 Per Acct	1	\$	150.00	\$	150.00	\$ 486,486
050401	For Over 1 Per Acct		\$	25.00	\$	-	
101300	Lockbox Remote Capture Monthly Maintenance - Seattle	1	\$	75.00	\$	75.00	\$ 243,243
101311	Lockbox Remote Capture Item - Seattle	100	\$	0.33	\$	33.00	\$ 107,027
05011R	Image Monthly Maintenance - Seattle	1	\$	75.00	\$	75.00	\$ 243,243
05011R	Image 7 - 10 Year Archive Item - Seattle	50,001	\$	0.05	\$	2,500.05	\$ 8,108,270
	Subtotal Lockbox				\$	8,618.47	\$ 27,951,795
	EDI Services						
151830	Check Payables Check Additional Page - per Page	200	\$	0.25	\$	50.00	\$ 162,162
151810	Check Payables Envelopes - per Envelope	2,000	\$	0.035	\$	70.00	\$ 227,027
151850	Check Payables Postage	2,000	\$	0.457	\$	914.00	\$ 2,964,324
151860	Check Payables Express Mail - per Destination	1	\$	5.00	\$	5.00	\$ 16,216
1518A0	Check Payables Brochure Print - per Item	1	\$	1.00	\$	1.00	\$ 3,243
1518A0	Check Payables Brochure Insert - per Item	1	\$	0.15	\$	0.15	\$ 486
150040	SPT Check Payables Monthly Maintenance - per Custom	1	\$	45.00	\$	45.00	\$ 145,946
151810	SPT Check Payables - per Check		\$	0.00			
151810	If 1 - 100 Per Acct		\$	0.87	\$	-	
151810	If 101 - 500 Per Acct		\$	0.76	\$	-	
151810	If 501 - 1000 Per Acct		\$	0.66	\$	-	
151810	If Over 1000 Per Acct	2,000	\$	0.40	\$	800.00	\$ 2,594,595
	Subtotal EDI Services				\$	1,885.15	\$ 6,114,000
	ACH Services						
250000	Monthly Maintenance - per Customer	3	\$	35.00	\$	35.00 ¹	\$ 113,514
250120	Addenda Item (no charge if originated through EDI) per A	125	\$	0.01	\$	1.25	\$ 4,054
250501	Process Run - per Unique Company ID	36	\$	2.00	\$	72.00	\$ 233,514
250102	Transit Item		\$	0.00			



Proforma Account Analysis

Page 7 of 9

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
250102	If 1 - 10000 Per Acct		\$ 0.02	\$ -	
250102	If Over 10000 Per Acct	11,595	\$ 0.02	\$ 231.90	\$ 752,108
250102	On-Us Item		\$ 0.00		
250102	If 1 - 10000 Per Acct	874	\$ 0.02	\$ 17.48	\$ 56,692
250102	If Over 10000 Per Acct		\$ 0.02	\$ -	
259999	Confirmation via Fax - per Fax		\$ 1.00		
259999	Confirmation via Email - per Email	98	\$ 0.50	\$ 49.00	\$ 158,919
250310	Redeposit Item		\$ 3.50	\$ -	
250202	Received Item - per Item	343	\$ 0.07	\$ 24.01	\$ 77,870
250102	E-Payment Fed Item	4,320	\$ 0.04	\$ 172.80	\$ 560,432
250102	E-Payment On-Us Item	230	\$ 0.04	\$ 9.20	\$ 29,838
250302	E-Payment Return - per Item	1	\$ 3.00	\$ 3.00	\$ 9,730
251070	E-Payment Notification of Change - per Item	1	\$ 2.50	\$ 2.50	\$ 8,108
251050	Block Monthly Maintenance - per Account	2	\$ 10.00	\$ 20.00	\$ 64,865
251050	Filter Monthly Maintenance - per Account	1	\$ 10.00	\$ 10.00	\$ 32,432
250302	Return - per Received Item	16	\$ 1.50	\$ 24.00	\$ 77,838
251070	Notification of Change - per Item	9	\$ 1.00	\$ 9.00	\$ 29,189
250401	Return and NOC via Fax - per Item	16	\$ 0.00	\$ -	
250640	Request - per Item	1	\$ 25.00	\$ 25.00	\$ 81,081
250641	Request - per Batch		\$ 17.00		
250642	Request - per File	1	\$ 17.00	\$ 17.00	\$ 55,135
250102	SinglePoint ACH On-Us Item	7	\$ 0.02	\$ 0.14	\$ 454
250102	SinglePoint ACH Transit Item	4	\$ 0.02	\$ 0.08	\$ 259
250505	SinglePoint ACH Process Run - per Unique Company ID	3	\$ 2.00	\$ 6.00	\$ 19,459
250302	SinglePoint ACH Return Item		\$ 1.50		
251070	SinglePoint ACH Notification of Change - per Item		\$ 1.00		
300010	Monthly Maintenance - per Account		\$ 0.00		
300010	For First 1	1	\$ 42.00	\$ 42.00	\$ 136,216
300010	For Over 1	3	\$ 32.00	\$ 96.00	\$ 311,351
300229	Report via Information Reporting	40	\$ 0.00	\$ -	
Subtotal ACH Services				\$ 867.36	\$ 2,813,059
Branch Coin/Currency Services					
10001Z	Cash Deposited - per \$100	261	\$ 0.04	\$ 10.44	\$ 33,859
100011	Coin Deposit - per Roll	2	\$ 0.14	\$ 0.28	\$ 908
100014	Fed Ready Coin Deposit - per Bag		\$ 1.00		
109999	Night Deposit Processing - per Deposit	5	\$ 1.25	\$ 6.25	\$ 20,270
100000	Branch Deposit Processing - per Deposit	17	\$ 1.25	\$ 21.25	\$ 68,919
10004A	Currency Order - per Strap	2	\$ 0.65	\$ 1.30	\$ 4,216
100048	Loose Currency Ordered - per \$100	23	\$ 0.10	\$ 2.30	\$ 7,459
100044	Coin Rolls Ordered - per Roll	35	\$ 0.08	\$ 2.80	\$ 9,081
100040	Change Order - per Order	3	\$ 0.00	\$ -	
Subtotal Branch Coin/Currency Services				\$ 44.62	\$ 144,714
CVS Coin/Currency					
100114	Cash Deposit - per \$100	6,866	\$ 0.05	\$ 343.30	\$ 1,113,405
100100	Cash Vault Deposit	508	\$ 0.15	\$ 76.20	\$ 247,135



Proforma Account Analysis

Page 8 of 9

Account Analysis & Billing

AFP	Service	Volume	Unit Price	Total Price	Collected Balance Required
100113	Coin Bag Deposited	417	\$ 2.00	\$ 834.00	\$ 2,704,865
100501	Cash Deposit Adjustment	4	\$ 0.00	-	
100144	Individual Coin Roll	336	\$ 0.08	\$ 26.88	\$ 87,178
100146	Box Coin Ordered	2	\$ 4.75	\$ 9.50	\$ 30,811
10014A	Currency Order - per Strap	104	\$ 0.30	\$ 31.20	\$ 101,189
100141	Standard Cash Order	2	\$ 0.30	\$ 0.60	\$ 1,946
100141	Nonstandard Cash Order	18	\$ 0.30	\$ 5.40	\$ 17,514
100143	Late Cash Order	1	\$ 15.00	\$ 15.00	\$ 48,649
109999	Mailed Receipt	46	\$ 0.00	-	
Subtotal CVS Coin/Currency			\$	1,342.08	\$ 4,352,692
VantagePoint					
40005Z	VP Monthly Maint - per Acct		\$ 0.00		
40005Z	For First 1	1	\$ 175.00	\$ 175.00	\$ 567,568
40005Z	For Over 1		\$ 50.00	-	
40005Z	VP Except Maint - per Acct				
40005Z	For First 1	1	\$ 50.00	\$ 50.00	\$ 162,162
40005Z	For Over 1		\$ 25.00	-	
410000	Data Normalization - per Item	37,350	\$ 0.006	\$ 224.10	\$ 726,811
400110	VP Data Trans Maint - per Cust	22	\$ 10.00	\$ 220.00	\$ 713,514
40005Z	VP Reassoc Maint - per Acct				
40005Z	For First 1	1	\$ 200.00	\$ 200.00	\$ 648,649
40005Z	For Over 1		\$ 150.00	-	
410005	VP Reassoc - per Character	37,350	\$ 0.01	\$ 373.50	\$ 1,211,351
Subtotal VantagePoint			\$	1,242.60	\$ 4,030,054
E-Lockbox Services					
310104	Monthly Maintenance - per Biller ID		\$ 0.00		
310104	For First 1	1	\$ 75.00	\$ 75.00	\$ 243,243
310104	For Over 1		\$ 50.00	-	
250202	Remote Banking Items		\$ 0.00		
250202	If 1 - 4999 Per Acct		\$ 0.16	-	
250202	If 5000 - 9999 Per Acct		\$ 0.11	-	
250202	If 10000 - 24999 Per Acct	12,138	\$ 0.07	\$ 849.66	\$ 2,755,654
250202	If 25000 - 49999 Per Acct		\$ 0.09	-	
250202	If 50000 - 99999 Per Acct		\$ 0.06	-	
250202	If Over 99999 Per Acct		\$ 0.04	-	
310113	Data Transmission - per Transmission	21	\$ 2.00	\$ 42.00	\$ 136,216
310112	Reporting Translation - per Payment	12,138	\$ 0.00	-	
Subtotal E-Lockbox			\$	966.66	\$ 3,135,114
International Banking					
609999	Canadian Dollar on Canadian Bank Check Deposit		\$ 0.06		
609999	U.S. Dollar on Canadian Bank Check Deposit	2	\$ 4.00	\$ 8.00	\$ 25,946
Subtotal International Banking			\$	8.00	\$ 25,946



Proforma Account Analysis

Page 9 of 9

Account Analysis & Billing

<u>AFP</u>	<u>Service</u>	<u>Volume</u>		<u>Unit</u> <u>Price</u>		<u>Total</u> <u>Price</u>	<u>Collected</u> <u>Balance</u> <u>Required</u>
	Miscellaneous Services						
999999	MERCHANT EQUIPMENT FEE	13	\$	1.00	\$	13.00	\$ 42,162
000371	Account Analysis Invoice Fee		\$	0.00			
	Subtotal Miscellaneous Services				\$	13.00	\$ 42,162
	Total Service Charges				\$	39,784.08	\$ 129,029,460
	One Time and Annual Charges						
310600	Setup Web payments - 1st Application	1	\$	0.00	\$	-	
310600	Setup Web payments - Additional Applications	1	\$	0.00	\$	-	
310600	Setup IVR Payments - 1st Application		\$	4,000.00	\$	-	
310112	Custom Programming - per Hour		\$	0.00	\$	-	
310420	Kiosk Setup - one time fee per customer	1	\$	0.00	\$	-	
05011R	Image Setup - Seattle	1	\$	150.00	\$	150.00	\$ 486,486
050002	PO Box Rental - Seattle (Direct Charge)	1	\$	0.00	\$	-	
05021Q	Scannable Lockbox Setup - Seattle	1	\$	300.00	\$	300.00	\$ 972,973
151880	SPT Check Payables Setup Fee - per Customer	1	\$	300.00	\$	300.00	\$ 972,973
400820	VP Setup - per Customer	1	\$	50.00	\$	50.00	\$ 162,162
	Total One Time and Annual Service Charges				\$	800.00	\$ 2,594,595

¹ A minimum and/or maximum total price calculation has been applied

Prices quoted in this proposal are only for those Treasury Management Services requested by the customer. Additional Treasury Management Services will be separately priced at the time of customer's request. Prices quoted are valid for 60 days following customer's receipt, after which they will be subject to change by U.S. Bank. All prices are subject to change, at any time and at Bank's sole discretion, due to changes in business conditions, volumes, quality of work provided by the customer and normal pricing change cycles.

Notwithstanding anything contained herein to the contrary, all Treasury Management Services provided to customer are subject to U.S. Bank's Services Terms and Conditions, as the same may be amended from time to time.

U.S. Bank Account Protection Services Pricing - 2016

Service Description	Element	AFP Code	Price
Filter and Block Services			
Check Filter Service			
Check Filter Setup	DDA01515	159999	No Charge
Check Filter Monthly Maintenance	DDA01516	150240	No Charge
Check Filter Items Returned (Max. \$150.00)	DDA01517	150320	\$30.00
Business eCheck Block			
Monthly Maintenance - per Account	DDA22532	251055	\$12.00
Block - per Item	DDA22530	251052	No Charge
Setup - per Account (Max. \$30.00)	DDA22531	251055	\$30.00
ACH Filter and Block			
Filter Monthly Maintenance - per Account	DDA22991	251050	\$20.00
Block Monthly Maintenance - per Account	DDA22520	251050	\$15.00
Block and Filter Service Setup - per Account	DDA22523	251055	\$30.00
SinglePoint Positive Pay Services			
SinglePoint Positive Pay with Full Reconciliation			
Full Positive Pay Monthly Maintenance	DDA03014	150030	
First Reconciliation - per Account - per Cycle			\$95.00
Each Additional Reconciliation - per Account - per Cycle			\$15.00
Full/Positive Pay - per Item	DDA03137	150120	\$0.04
SinglePoint Positive Pay with Partial Reconciliation			
Partial Positive Pay Monthly Maintenance	DDA03101	150030	
First Reconciliation - per Account - per Cycle			\$75.00
Each Additional Reconciliation - per Account - per Cycle			\$15.00
Partial Positive Pay - per Item	DDA03102	150120	\$0.07
SinglePoint Positive Pay Only (without Reconciliation)			
Positive Pay Only Monthly Maintenance - per Account	DDA03106	150030	\$50.00
Positive Pay Only - per Item	DDA03107	150120	\$0.02
Payee Positive Pay			
Payee Positive Pay Monthly Maintenance - per Account	DDA03016	150122	\$40.00
Payee Positive Pay - per Item	DDA03015	151022	\$0.02
Payee Positive Pay Exceptions - per Item	DDA03021	150122	\$2.00
SinglePoint Unreviewed Payee Exceptions - per Item	DDA03028	150310	\$0.15

SinglePoint Reverse Positive Pay

Reverse Positive Pay Monthly Maintenance - per Account	DDA03105	150031	\$115.00
Reverse Positive Pay - per Item	DDA03992	150100	\$0.10
SinglePoint Reverse Positive Pay Image Retrieval - per Item	DDA03020	151352	\$1.00
SinglePoint Reverse Positive Pay Report/File - per Account	DDA03025	150120	\$75.00
Teller Cashing Block Monthly Maintenance - per Account	DDA03994	150120	\$30.00

Positive Pay Exceptions

SinglePoint Positive Pay Exceptions - per Item	DDA03024	150310	\$3.00
Teller Positive Pay Special Handling - per Account	DDA03321	150520	\$35.00

SinglePoint Issue Maintenance

Issue Maintenance Monthly Maintenance	DDA29531	200201	\$20.00
SinglePoint Issue/Cancel Input - per Item	DDA03022	20020B	\$0.25
SinglePoint File Upload - per Account - per File	DDA03026	20020B	
First 5 Files			\$5.00
More than 5 Files			\$5.00
ARP Transmission Input - per Transmission (Max. \$50.00)	DDA03121	200201	\$15.00
ARP Manual Input - per Item	DDA03536	200210	\$3.00
Stale Date Monthly Maintenance - per Account	DDA03036	150230	\$15.00

Returned Items

SinglePoint Checks Returned Unpaid - per Item	DDA03017	150322	\$25.00
SinglePoint ACH Converted Checks Returned Unpaid - per Item	DDA03018	150322	\$25.00

File Confirmation

SinglePoint File Confirmation - per Confirm - per Account	DDA03027	159999	\$1.00
File Confirmation - per Fax - per Account	DDA03126	159999	\$3.50

Account Setup Fees

SinglePoint Positive Pay Setup - per Account	DDA29520	200410	\$100.00
SinglePoint Reverse Positive Pay Setup - per Account	DDA29525	150031	\$100.00
SinglePoint Issue Maintenance Setup - per Customer	DDA29530	109999	\$20.00
Payee Positive Pay Setup - per Account	DDA03013	151600	\$100.00

Check Image Services

Image Archive CD-ROM

Image Archive CD-ROM Monthly Maintenance - per Acct	DDA14013	151350	\$50.00
Image Archive CD-ROM Paid Checks - per Item	DDA14010	151351	\$0.06
Image Archive CD-ROM - per CD-ROM	DDA14011	151353	\$30.00
Image Archive CD-ROM Viewing Software - per Customer	DDA14012	151730	\$150.00
Image Archive Setup - per Customer	DDA14020	151600	\$250.00

SinglePoint Image Access

Image Access Monthly Maintenance - per Account	DDA29541	151350	\$30.00
Image Access Paid Check Images - per Item Stored	DDA14043	151351	\$0.035
Image Access Deposited Item Images - per Item Stored	DDA14044	151351	\$0.035
Image Access Setup - per Customer	DDA29540	151399	\$20.00

SinglePoint Image File Delivery

Image File Delivery Monthly Maintenance - per Account	DDA29542	151350	\$100.00
Image File Delivery - per Item	DDA14047	151354	\$0.07
Image File Delivery Setup - per Customer	DDA14050	151600	\$200.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Account Reconciliation Pricing - 2016

Service Description	Element	AFP Code	Price
Account Reconciliation			
Check Reconciliation			
Full Reconciliation Maintenance	DDA03752	200010	
First Reconciliation per Account - per Cycle			\$125.00
Each Additional Reconciliation per Account - per Cycle			\$15.00
Full Reconciliation - per Item	DDA03542	200110	\$0.10
Partial Reconciliation Maintenance	DDA03638	200020	
First Reconciliation per Account - per Cycle			\$80.00
Each Additional Reconciliation per Account - per Cycle			\$15.00
Partial Reconciliation - per Item	DDA03541	200120	\$0.08
Deposit Reconciliation			
Deposit Reconciliation Monthly Maintenance - per Account	DDA03758	100600	\$75.00
Deposit Reconciliation - per Item	DDA03755	100610	\$0.13
Daily Credit Report - per Account	DDA03761	100710	\$45.00
Input (Issue Maintenance and Transmission)			
SinglePoint Issue Maintenance Monthly Maintenance - per Customer	DDA29531	200201	\$20.00
SinglePoint Issue/Cancel Input - per Item	DDA03022	20020B	\$0.25
SinglePoint File Upload - per Account - per File	DDA03026	20020B	
First 5 Files			\$5.00
More than 5 Files			\$5.00
ARP Transmission Input - per Transmission (Max. \$50.00)	DDA03121	200201	\$15.00
ARP Manual Input - per Item	DDA03536	200210	\$3.00
Stale Date Monthly Maintenance - per Account	DDA03036	150230	\$15.00
Output (Check and Deposit Reconciliation)			
ARP Transmission Output - per Transmission	DDA03688	200301	\$15.00
ARP Transmission - per Item	DDA03122	200301	\$0.015
ARP Special Transmission Format - per Account	DDA03120	209999	\$35.00
Fax Check Copy Out - per Item	DDA03800	151342	\$6.00
Daily Checks Paid File Monthly Maintenance - per Account	DDA03754	150100	\$45.00
Daily Checks Paid File - per Item	DDA03756	150100	\$0.015
ARP Outstanding Issues File - per Account	DDA03690	200201	\$10.00
Monthly Paid Check File - per Account	DDA03689	150120	\$10.00

SinglePoint Account Reconciliation

SinglePoint ARP Recon Reporting Monthly Maintenance - per Account	DDA03031	200306	\$10.00
SinglePoint ARP Recon File - per Item	DDA03029	200100	\$0.02
SinglePoint ARP Recon Extended Retention - per Account	DDA03033	200306	\$25.00
SinglePoint ARP Historic Report - per Request	DDA03030	200306	\$25.00
SinglePoint ARP Recon Outstanding File Monthly Maintenance - per Account	DDA03037	200306	\$10.00
SinglePoint ARP Recon Outstanding File - per Item	DDA03038	200306	\$0.02
SinglePoint ARP Daily Outstanding File Monthly Maintenance - per Account	DDA03041	200306	\$10.00
SinglePoint ARP Daily Outstanding File - per Item	DDA03042	200306	\$0.02
SinglePoint ARP Daily Checks Paid File Monthly Maintenance - per Account	DDA03039	200306	\$35.00
SinglePoint ARP Daily Checks Paid File - per Item	DDA03040	200306	\$0.03
SinglePoint ARP Reject Reporting Monthly Maintenance- per Account	DDA03034	150300	\$5.00

File Confirmation

SinglePoint File Confirmation - per Confirm - per Account	DDA03027	159999	\$1.00
File Confirmation - per Fax - per Account	DDA03126	159999	\$3.50

Reporting Options

Recon Printing and Mailing Fee - per Cycle	DDA03032	151200	\$45.00
ARP Photocopies - per Item	DDA03683	151342	\$6.00
ARP Duplicate Reports - per Cycle	DDA03686	200310	\$25.00
ARP Range Account Monthly Maintenance - per Account	DDA03759	200030	\$5.00
ARP Float Report - per Account	DDA03753	200322	\$25.00
ARP Float Report - per Item	DDA03764	200322	\$0.02

Check Sort of Paid Items

Check Sort Monthly Maintenance - per Account	DDA03366	151100	\$125.00
Check Sorting - per Item	DDA03535	151100	\$0.30
ARP Check Sort - per Item	DDA03537	151100	\$0.30

Data Translation Check Issued File

Data Translation Check Issued Monthly Maintenance - per Account	DDA21166	300029	\$150.00
Data Translation Checks Issued - per Payment	DDA21167	300519	\$0.05
Data Translation Checks Issued - per Transmission (Max. \$330.00)	DDA21169	200201	\$15.00
Data Translation Checks Issued VAN - per Kilocharacter	DDA21171	200201	\$0.50
Data Translation Checks Issued Setup Standard	DDA21161	200410	\$275.00
Data Translation Checks Issued Setup Custom	DDA21162	200410	\$550.00
Data Translation Checks Issued Custom Acknowledgement Setup	DDA21163	200410	\$150.00
Data Translation Checks Issued Additional Setup Hours	DDA21164	200410	\$85.00
Data Translation Checks Issued Modify Map	DDA21165	200410	\$250.00

Data Translation Check Paid File

Data Translation Checks Paid Monthly Maintenance - per Account	DDA21176	300029	\$150.00
Data Translation Checks Paid Translation Payment - per Payment	DDA21177	300519	\$0.05
Data Translation Checks Paid Transmission - per Transmission (max. \$220.00)	DDA21179	200201	\$15.00
Data Translation Checks Paid VAN - per Kilocharacter	DDA21181	200201	\$0.50
Data Translation Checks Paid Setup Standard	DDA21172	300340	\$275.00
Data Translation Checks Paid Setup Custom	DDA21173	300341	\$550.00
Data Translation Checks Paid Additional Setup Hours	DDA21174	300340	\$85.00
Data Translation Checks Paid Modify Map	DDA21175	300340	\$250.00

Setup Fees

Setup Full ARP - per Account	DDA03035	200410	\$100.00
Setup Partial ARP - per Account	DDA03131	200410	\$50.00
Setup Transmission Output - per Account	DDA03203	200410	\$100.00
Setup Check Sort - per Account	DDA03129	159999	\$50.00
Setup Deposit Reconciliation - per Account	DDA03202	109999	\$100.00
Setup SinglePoint Issue Maintenance - per Customer	DDA29530	109999	\$20.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank ACH Services Pricing - 2016

Service Description	Element	AFP Code	Price
ACH Services			
ACH Direct File Transmission - NACHA Format			
Monthly Maintenance - per Customer (Max. \$50.00)	DDA22093	250000	\$50.00
On-Us Item	DDA22961	250102	
1-10,000 Total Items			\$0.02
10,001 Total Items and Above			\$0.02
Transit Item	DDA22075	250102	
1-10,000 Total Items			\$0.02
10,001 Total Items and Above			\$0.02
International ACH Item (in addition to originated item)	DDA22987	25010K	\$3.50
Addenda Item (no charge if originated via EDI) - per Addenda Item	DDA22063	250120	\$0.01
Process Run - per Unique Company ID (Max. \$275.00)	DDA22959	250501	\$2.00
Direct ACH Setup - per Customer	DDA22090	251000	\$300.00
ACH Direct File Transmission - Non NACHA Format			
Monthly Maintenance - per Customer (Max. \$220.00)	DDA21032	300000	\$220.00
On-Us Item	DDA22961	250102	
1-10,000 Total Items			\$0.02
10,001 Total Items and Above			\$0.02
Transit Item	DDA22075	250102	
1-10,000 Total Items			\$0.02
10,001 Total Items and Above			\$0.02
ACH Payment Translation - per Payment	DDA21036	250102	\$0.08
ACH Originated Item - per Addenda	DDA21037	30012Z	\$0.04
Direct Transmission - per File (Max. \$330.00)	DDA21038	300100	\$15.00
Originated VAN Transmission Kilocharacter	DDA21040	300102	\$0.45
Modify Map	DDA21030	300300	\$250.00
Standard Setup (ANSI X12 format)	DDA21027	300300	\$275.00
Custom Setup	DDA21028	300301	\$950.00
Custom Acknowledgement Setup	DDA21031	300301	\$150.00
Payables File Manager Monthly Maint	DDA21801	309999	\$25.00
Payables File Manager Std Setup	DDA21800	309999	\$75.00
Third Party Vendor Origination - NACHA Format			
Monthly Maintenance - per Third Party Service Provider (Max. \$25.00)	DDA22091	250000	\$25.00
On-Us Item	DDA22961	250102	
1-10,000 Total Items			\$0.02
10,001 Total Items and Above			\$0.02
Transit Item	DDA22075	250102	
1-10,000 Total Items			\$0.02
10,001 Total Items and Above			\$0.02
Addenda Item (no charge if originated through EDI) - per Addenda Item	DDA22063	250120	\$0.01
Process Run - per Unique Company ID (Max. \$275.00)	DDA22959	250501	\$2.00
Third Party Service Provider Setup - per Company ID	DDA22092	251040	\$60.00

SinglePoint ACH Origination (New Service)

SinglePoint ACH Origination Mo Maint - per Customer	DDA29651	250000	\$45.00
SinglePoint ACH Not On-Us Item	DDA22204	250102	\$0.19
SinglePoint ACH On-Us Item	DDA22203	250102	\$0.18
International ACH Item (in addition to originated item)	DDA22987	25010K	\$3.50
SinglePoint ACH Return - per Item	DDA22207	250302	\$3.00
SinglePoint ACH Notification of Change - per Item	DDA22208	251070	\$3.00
SP ACH Origination Rec Email - per Email	DDA29661	250000	\$0.10
Addenda Item (no charge if originated through EDI) - per Item	DDA22063	250120	\$0.01
SinglePoint ACH Process Run - per Unique Company ID	DDA22206	250505	\$5.50
SP ACH Origination Setup - per Customer	DDA29650	250000	\$20.00

Secure Storage

Secured Storage of Supplier Information	DDA30026	999999	\$100.00
Pay Instruction Augmentation	DDA30027	999999	\$0.05

ACH Direct File Transmission - Confirmation

File Receipt via Fax	DDA22630	259999	\$5.00
Confirmation via Email - per Email	DDA22632	259999	\$0.50
Confirmation via Transmission - per Transmission	DDA22634	259999	\$1.50
Outgoing Transmission - per Transmission File (Max. \$330.00)	DDA22415	259999	\$20.00
Outgoing Transmission Setup	DDA22510	251000	\$500.00

Received Items

Intl Received Item - per item	DDA22422	250202	\$0.50
Received Item - per item	DDA22423	250202	\$0.07
Received Addenda Item	DDA22972	250220	\$0.04

Secured Funds

Monthly Maintenance - per Customer (Max. \$60.00)	DDA22094	250000	\$60.00
Non Sufficient Funds - per Batch or File	DDA22098	259999	\$50.00

Return/Notification of Change

SinglePoint ACH Return and NOC Report - per Account	DDA29205	250720	
First Account			\$9.00
Each Additional Account			\$2.00
Return - per Received Item	DDA22070	250302	\$1.50
ACH Return - Customer Originated - per Item	DDA22076	250302	\$1.25
Notification of Change - per Item	DDA22414	251070	\$1.00
ACH Automated Dishonor - per Item	DDA22240	250302	\$3.00
ACH Automated Dishonor Item Reported - per Fax	DDA22241	250401	\$5.00
Return and NOC via Fax - per Item	DDA22514	250401	\$0.00
Return and NOC via Transmission - per Item	DDA22516	250670	\$1.75
Outgoing Transmission - per Transmission File (Max. \$330.00)	DDA22415	259999	\$20.00
Outgoing Transmission Setup	DDA22510	251000	\$500.00

Notification of Change Manager

Monthly Maintenance - per Account	DDA22429	251070	\$35.00
NOC Database Report via Transmission - per Customer	DDA22430	251070	\$30.00
Converted Item	DDA22428	251070	\$3.00
Database Add - per Item	DDA22427	251070	No Charge
Outgoing Transmission - per Transmission File (Max. \$330.00)	DDA22415	259999	\$20.00

Redeposit Reporting

SinglePoint Redeposit Report - per Customer	DDA29207	250720	\$10.00
Redeposit Item	DDA22927	250310	\$3.50
Redeposit Report via Fax - per Item	DDA22925	259999	\$5.00
Outgoing Transmission - per Transmission File	DDA22415	259999	\$20.00
Outgoing Transmission Setup	DDA22510	251000	\$500.00

Adjustments

SinglePoint ACH Adjustment Service Monthly Maintenance - per Customer	DDA29504	250611	\$15.00
SinglePoint or Manual Form - Request per Item	DDA22071	250640	\$25.00
SinglePoint or Manual Form - Request per Batch	DDA22064	250641	\$25.00
SinglePoint or Manual Form - Request per File	DDA22067	250642	\$17.00
ACH Letter of Indemnity	DDA22072	250641	\$35.00

Data Capture Reporting - NACHA Format

Monthly Maintenance - per Account	DDA22403	250000	\$30.00
Data Capture Individual Settlement - per Item	DDA22402	250202	\$0.10
Data Capture Consolidated Settlement - per Item	DDA22407	250202	\$0.20
Outgoing Transmission - per Transmission File (Max. \$330.00)	DDA22415	259999	\$20.00
ACH Data Capture Transmission Setup (Max. \$275.00)	DDA22095	251000	\$275.00

Data Capture Reporting - Human Readable Report

SinglePoint ACH Transaction Capture Report - per Account	DDA29211	250720	\$35.00
Data Capture Individual Settlement - per Item	DDA22402	250202	\$0.10
Data Capture Consolidated Settlement - per Item	DDA22407	250202	\$0.20
ACH Data Capture Report Setup	DDA22096	251000	\$50.00

Data Capture Reporting - Non NACHA Format

Data Capture Monthly Maintenance - per Account	DDA21090	300010	\$155.00
Data Capture Item - per Payment	DDA21091	300210	\$0.08
ACH Data Capture Receivable Addenda - per Addenda Item	DDA21092	300210	\$0.03
Outbound Direct Transmission - per Transmission (Max. \$330.00)	DDA21095	300500	\$15.00
Outbound VAN Transmission - per Kilocharacter	DDA21097	300502	\$0.40
Standard File Setup	DDA21086	300320	\$275.00
Custom File Setup	DDA21087	300321	\$550.00
Additional File Hours Setup	DDA21088	300320	\$85.00
File Modify Map	DDA21089	300320	\$250.00

Human Readable ACH Remittance Reporting

SinglePoint EDI Remittance Report - per Account	DDA29225	300225	No Charge
SinglePoint EDI Supplemental Report - per Account	DDA29226	300224	No Charge
Monthly Maintenance - per Account	DDA21184	300010	
First Account			\$45.00
Each Additional Account			\$35.00
Report via Fax - per Faxed Page	DDA21189	300221	\$5.00
Report Setup - per Account	DDA21182	300320	\$30.00
Payee Remittance Report Email	DDA21042	300125	\$1.00
Payee Remittance Report - per Receiver Setup/Modified	DDA21041	300310	\$30.00

ACH Block and Filter

ACH Filter Monthly Maintenance - per Account	DDA22991	251050	\$20.00
ACH Block Monthly Maintenance - per Account	DDA22520	251050	\$15.00
Block and Filter Service Setup - per Account	DDA22523	251055	\$30.00

ACH Positive Pay

SinglePoint ACH Positive Pay Monthly Maintenance - per Account	DDA22641	250000	\$17.50
ACH Positive Pay - per Authorization Added	DDA22642	250000	\$1.00
ACH Positive Pay Item - per Item Paid	DDA22643	250000	\$0.08
ACH Positive Pay Setup - per Account	DDA22640	250000	\$20.00

UPIC secure account identifier

UPIC Monthly Maintenance - per ID	DDA22350	251000	\$12.00
UPIC Setup Fee - per ID	DDA22351	251001	\$30.00

Business eCheck Block

Monthly Maintenance - per Account	DDA22532	251055	\$12.00
Block - per Item	DDA22530	251052	No Charge
Setup - per Account (Max. \$30.00)	DDA22531	251055	\$30.00

Collection/Distribution Reporting

Outgoing Transmission - per Transmission File (Max. \$330.00)	DDA22415	259999	\$20.00
Outgoing Transmission Report Setup	DDA22801	251000	\$275.00

Pre-Authorized Debits

Monthly Maintenance - per Account	DDA22073	25010D	\$125.00
Check Item	DDA22074	25010E	\$1.00

Additional Services

SinglePoint ACH Settlement Report Monthly Maintenance - per Account	DDA29208	250720	\$35.00
ACH Settlement Report Monthly Maint. - per Customer (Fax Only)	DDA22989	250701	\$40.00
ACH Membership List File	DDA22929	251030	\$100.00
Sunday Processing	DDA22088	259999	\$60.00
Additional Programming - per Hour	DDA22097	251001	\$125.00
Research - per Hour	DDA22993	259999	\$100.00
PGP file-level Encryption Setup	DDA35050	010803	\$200.00
PGP file-level Encryption - Monthly Maintenance	DDA35051	010802	\$55.00
Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC			

U.S. Bank BAI Information Reporting Transmission Pricing - 2016

Service Description	Element	AFP Code	Price
BAI Information Reporting Transmission			
Data Transmission (BAI format)			
Prev Day Data Transmissions Monthly Maintenance - per Account	DDA29421	400110	
First Account			\$60.00
Each Additional Account			\$40.00
Previous Day Data Transmissions - per Transmission	DDA29422	400110	\$15.00
Previous Day Data Transmissions - per Item	DDA29423	400232	\$0.02
Previous Day ACH Addenda Monthly Maintenance - per Account	DDA29418	400110	\$30.00
Previous Day ACH Detail Reporting Monthly Maintenance - per Account	DDA29412	400110	\$30.00
Previous Day ACH Detail Reporting - per Item	DDA29413	400272	\$0.01
Previous Day Data Transmission Setup - per Transmission	DDA29420	400110	\$200.00
Current Day Data Transmissions Monthly Maintenance	DDA29425	400110	
First Account			\$70.00
Each Additional Account			\$30.00
Current Day Transmissions - per Transmit (Max. \$330.00)	DDA29426	400110	\$15.00
Current Day Data Transmissions - per Item	DDA29427	400110	\$0.02
Current Day ACH Addenda Monthly Maintenance - per Account	DDA29428	400110	\$30.00
Current Day Data Transmission Setup - per Transmission	DDA29424	400110	\$200.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Branch Cash Services Pricing - 2016

Service Description	Element	AFP Code	Price
Branch Cash Services			
Branch Cash Deposited			
*Cash Deposited - per \$100	DDA23603	10001Z	\$0.04
Branch Deposit Processing - per Deposit	DDA23428	100000	\$1.25
Night Deposit Processing - per Deposit	DDA23422	109999	\$1.25
Coin Deposit - per Roll	DDA23533	100011	\$0.14
Loose Mixed Coin Deposit - per Bag	DDA23632	100012	\$10.00
Fed Ready Coin Deposit - per Bag	DDA23631	100014	\$3.50
Cash Deposit Adjustment - per Adjustment	DDA23427	100501	\$7.00
Branch Cash Ordered			
Currency Order - per Strap	DDA23519	10004A	\$0.65
Loose Currency Ordered - per \$100	DDA23500	100048	\$0.10
Coin Rolls Ordered - per Roll	DDA23532	100044	\$0.15
Coin Rolls Ordered - per Box	DDA23522	100046	\$5.25
Loose Coin Ordered - per Bag	DDA23630	100047	\$3.50
Change Order - per Order	DDA23602	100040	\$5.00

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**Cash Deposited is calculated by dividing each cash deposit by 100 and rounding the resulting value*

U.S. Bank Cash Vault Pricing - 2016

Service Description	Element	AFP Code	Price
Cash Vault			
Deposited Coin and Currency			
Cash Deposit - per \$100	DDA65001	100114	\$0.05
Cash Vault Deposit	DDA65006	100100	\$0.15
Envelope Deposited	DDA65010	100104	\$2.00
Coin Bag Deposited	DDA65011	100113	\$2.00
Loose Coin Deposited	DDA65012	100111	\$10.00
Cash Deposit Adjustment	DDA65018	100501	\$0.00
Mailed Receipt	DDA65060	109999	\$0.00
Purchased Coin and Currency			
Individual Coin Roll	DDA65029	100144	\$0.08
Box Coin Ordered	DDA65030	100146	\$4.75
Currency Order - per Strap	DDA65031	10014A	\$0.30
Standard Cash Order	DDA65032	100141	\$0.30
Nonstandard Cash Order	DDA65033	100141	\$0.30
Late Cash Order	DDA65034	100143	\$15.00
Coin Bag Ordered	DDA65036	100147	\$3.00
Supplies			
Small Deposit Bags - per Box	DDA65051	100830	\$13.00
Medium Deposit Bags - per Box	DDA65052	100830	\$20.00
Large Deposit Bags - per Box	DDA65053	100830	\$34.00
Extra Large Deposit Bags - per Box	DDA65047	100830	\$65.00
Currency Straps - per Box	DDA65050	100800	\$4.00
Coin Wrappers - per Box	DDA65055	100810	\$3.00
Coin Envelopes - per Box	DDA65056	100860	\$16.00
Coin Bag Seals - per Box	DDA65058	109999	\$17.00
Poly Coin Bags - per Box	DDA65054	100830	\$40.00
Reporting			
Special Vault Report	DDA65072	100724	\$100.00

Cash Vault Extended Network

Deposited Coin and Currency

Cash Deposit - per \$100 - Extended	DDA65501	100114	\$0.14
Cash Vault Deposit - Extended	DDA65506	100100	\$1.25
Envelope Deposited - Extended	DDA65510	100104	\$2.00
Coin Bag Deposited - Extended	DDA65511	100113	\$3.25
Loose Coin Deposited - Extended	DDA65512	100111	\$10.00
Cash Deposit Adjustment - Extended	DDA65518	100501	\$8.25
Mailed Receipt - Extended	DDA65560	109999	\$1.00

Purchased Coin and Currency

Individual Coin Roll - Extended	DDA65529	100144	\$0.13
Box Coin Ordered - Extended	DDA65530	100146	\$4.75
Currency Order - per Strap - Extended	DDA65531	10014A	\$0.65
Standard Cash Order - Extended	DDA65532	100141	\$5.00
Nonstandard Cash Order - Extended	DDA65533	100141	\$6.00
Late Cash Order - Extended	DDA65534	100143	\$15.00
Coin Bag Ordered - Extended	DDA65536	100147	\$3.00

Supplies

Small Deposit Bags - per Box - Extended	DDA65551	100830	\$13.00
Medium Deposit Bags - per Box - Extended	DDA65552	100830	\$20.00
Large Deposit Bags - per Box - Extended	DDA65553	100830	\$34.00
Extra Large Deposit Bags - per Box - Extended	DDA65547	100830	\$65.00
Currency Straps - per Box - Extended	DDA65550	100800	\$4.00
Coin Wrappers - per Box - Extended	DDA65555	100810	\$3.00
Coin Envelopes - per Box - Extended	DDA65556	100860	\$16.00
Coin Bag Seals - per Box - Extended	DDA65558	109999	\$17.00
Poly Coin Bags - per Box - Extended	DDA65554	100830	\$40.00

Reporting

Special Vault Report - Extended	DDA65572	100724	\$100.00
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Depository Supply prices and availability subject to change without notice.

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U.S. Bank Check Image Services Pricing - 2016

Service Description	Element	AFP Code	Price
Check Image Services			
Image Archive CD-ROM			
Image Archive CD-ROM Monthly Maintenance - per Acct	DDA14013	151350	\$50.00
Image Archive CD-ROM Paid Checks - per Item	DDA14010	151351	\$0.06
Image Archive CD-ROM Ck/Dep Image - per Item	DDA14038	151351	\$0.06
Image Archive CD-ROM - per CD-ROM	DDA14011	151353	\$30.00
Image Archive CD-ROM - per Duplicate CD-ROM	DDA14014	151353	\$30.00
Image Archive CD-ROM Viewing Software - per Customer	DDA14012	151730	\$150.00
Image Archive Setup - per Customer	DDA14020	151600	\$250.00
SinglePoint Information Reporting/Stops			
Short Term Images - per Item Retrieved	DDA14045	151352	\$2.00
SinglePoint Image Access			
Image Access Monthly Maintenance - per Account	DDA29541	151350	\$30.00
Image Access Paid Check Images - per Item Stored	DDA14043	151351	\$0.035
Image Access Deposited Item Images - per Item Stored	DDA14044	151351	\$0.035
Image Access Setup - per Customer	DDA29540	151399	\$20.00
SinglePoint Returned Deposited Items (Using Information Reporting/Image Access)			
Returned Deposited Item Image Retrieved - per Item	DDA01110	100403	\$0.10
Returned Deposited Item Advice Retrieved - per Item	DDA01111	100414	\$1.00
SinglePoint Image File Delivery			
Image File Delivery Monthly Maintenance - per Account	DDA29542	151350	\$100.00
Image File Delivery - per Item	DDA14047	151354	\$0.07
Image File Delivery - per Transmission	DDA14051	151354	\$15.00
Image File Delivery Setup - per Customer	DDA14050	151600	\$200.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Check Payables Pricing - 2016

Service Description	Element	AFP Code	Price
Check Payables			
Standard Check Payables			
Check Payables Monthly Maintenance - per Account	DDA21072	300000	
First Account			\$175.00
Each Additional Account			\$40.00
Check Payables Check Payment - per Check (Min. \$275.00)	DDA21075	151810	
1 - 3,000 Total Checks			\$0.47
3,001 - 25,000 Total Checks			\$0.37
25,001 - 50,000 Total Checks			\$0.32
50,001 - 100,000 Total Checks			\$0.27
> 100,000 Total Checks			\$0.22
Check Payables Setup Standard - per Account	DDA21066	300300	\$2,000.00
Off-Us Check Payables			
Off-Us Check Payables Monthly Maintenance - per Account	DDA21500	150040	
First Account			\$175.00
Each Additional Account			\$100.00
Off-Us Check Payables - per Check (Min. \$350.00)	DDA21501	151810	
1 - 3,000 Total Checks			\$0.52
3,001 - 25,000 Total Checks			\$0.44
25,001 - 50,000 Total Checks			\$0.42
50,001 - 100,000 Total Checks			\$0.39
> 100,000 Total Checks			\$0.36
Off-Us Check Payables Setup - per Account	DDA21502	151880	\$2,000.00
SinglePoint Check Payables			
SPT Check Payables Monthly Maintenance - per Account	DDA21063	150040	\$45.00
SPT Check Payables - per Check	DDA21064	151810	
1 - 100 Total Checks			\$0.87
101 - 500 Total Checks			\$0.76
501 - 1,000 Total Checks			\$0.66
1,001 Total Checks and Above			\$0.40
SPT Check Payables Setup Fee - per Customer	DDA21065	151880	\$500.00
Printing and Mailing Fees			
Check Payables Envelopes - per Envelope	DDA21508	151810	\$0.035
Check Payables Check Additional Page - per Page	DDA21076	151830	\$0.25
Check Payables Postage - per Check	DDA21077	151850	\$0.1571
Check Payables Express Mail Special Handling - per Destination	DDA21078	151860	\$5.00
Check Payables Brochure Print - per Item	DDA21079	1518A0	\$1.00
Check Payables Brochure Insert - per Item	DDA21080	1518A0	\$0.15

Transmission Fees

Check Payables Transmission - per Transmission (Max. \$330.00)	DDA21081	300100	\$15.00
Check Payables VAN Transmission - per Kilocharacter	DDA21083	300102	\$0.45

SinglePoint Payables File Manager

SinglePoint File Status Manager Monthly Maintenance - per Account	DDA21801	309999	\$25.00
SinglePoint File Status Manager Setup - per Account	DDA21800	309999	\$75.00

Additional Setup and Modification Fees

Check Payables Setup Custom	DDA21067	151870	\$3,000.00
Check Payables Additional Setup Hours - per Hour	DDA21069	300300	\$150.00
Check Payables Modify Map - per Map	DDA21070	300300	\$150.00
Check Payables Custom Acknowledgement - per Ack	DDA21071	300301	\$150.00

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U.S. Bank Controlled Disbursement Pricing - 2016

Service Description	Element	AFP Code	Price
Controlled Disbursement			
Controlled Disbursement			
CD Monthly Maintenance - per Account	DDA13630	150000	\$200.00
CD Checks Paid - per Item (Min. \$120.00)	DDA13631	150110	\$0.05
CD Transmission - per Item	DDA13636	150110	\$0.04
CD Transmission Output - per File	DDA13635	150110	\$18.00
Setup Fee			
CD Setup Fee - per Account	DDA13638	159600	\$175.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

DDA electronic debit and credit charges for the daily funding transactions also apply.

U.S. Bank Courier Services Pricing - 2016

Service Description	Element	AFP Code	Price
Courier Services			
Monthly Fee			
One Day - per Week Pick Up	DDA32008	101020	\$100.00
Two Days - per Week Pick Up	DDA32007	101020	\$145.00
Three Days - per Week Pick Up	DDA32006	101020	\$210.00
Four Days - per Week Pick Up	DDA32005	101020	\$265.00
Five Days - per Week Pick Up	DDA32004	101020	\$325.00
Special Request			
Special Request Pickup	DDA32009	101020	\$90.00
Cash Penalty Fee			
Cash Deposit Penalty Fee	DDA32030	101020	
First Occurrence			\$85.00
Second Occurrence			\$100.00
Three or More Occurrences			\$150.00
Supplies			
Poly Bags - per hundred bags	DDA32040	100830	at cost

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Courier Services are available in limited markets

Pricing is subject to change based on fuel surcharge rates.

U.S. Bank Data Integration Services Pricing - 2016

Use of these elements requires the advance approval of the Data Integration Product Manager.

Service Description	Element	AFP Code	Price
Data Integration Services			
Monthly Maintenance			
Data Integration Monthly Maintenance - per Account	DDA21198	300020	\$300.00
Transactions			
Data Integration Translation - per Kilocharacter	DDA21200	300519	
0 - 15,000 kilocharacters			\$0.50
15,001 - 30,000 kilocharacters			\$0.15
> 30,000 kilocharacters			\$0.05
Transmission			
Data Integration Transmission - per File (Max. \$330.00)	DDA21212	300500	\$15.00
Data Integration VAN Transmission - per Kilocharacter	DDA21214	300502	\$0.45
Service Setup			
Data Integration Setup	DDA21192	300341	\$2,000.00
Data Integration Acknowledgement Setup	DDA21193	300341	\$150.00
Data Integration Additional Test Files - per File	DDA21194	300341	\$100.00
Data Integration Implementation Assistance - per Hour	DDA21195	300341	\$150.00
Data Integration Modify Map - per Map	DDA21197	300341	\$150.00
Additional Services			
Monthly Maintenance - PGP file-level Encryption	DDA35051	010802	
First Account			\$55.00
Each Additional Account			\$0.00
Setup - PGP file-level Encryption	DDA35050	010803	
First Account			\$200.00
Each Additional Account			\$0.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Depository Services Pricing - 2016

Service Description	Element	AFP Code	Price
Depository Services			
Account Maintenance			
Account Maintenance	DDA01543	010000	\$30.00
Balance Aggregation Fee	DDA01558	010010	
1 account - per Account			\$150.00
2 - 50 accounts - per Account			\$30.00
51 Total Accounts and Above - per Account			\$20.00
Credits/Deposits			
Electronic Credits	DDA01500	010101	\$0.10
Paper Credits	DDA01506	010101	\$0.15
Debits/Checks Paid			
Electronic Debits	DDA01553	010100	\$0.04
Paper Debits	DDA01556	010100	\$0.05
Rejected Checks Paid	DDA01358	150101	
First 50 Items			\$0.00
Each Additional Item			\$0.60
Deposited Items			
Deposited Item - On-Us	DDA01116	100220	\$0.025
Deposited Item - Transit	DDA01507	100224	\$0.03
Deposited Item - Canadian	DDA34515	10022Z	\$4.00
Lockbox Deposited Item - On-Us	DDA01115	100210	\$0.15
Lockbox Deposited Item - Transit	DDA01705	100214	\$0.15
Rejected Preencoded Deposited Item	DDA01357	100230	\$0.35
Deposit Coverage			
Deposit Coverage	DDA01205	000230	Varies*
Check Filter Service			
Check Filter Setup	DDA01515	159999	No Charge
Check Filter Monthly Maintenance	DDA01516	150240	No Charge
Check Filter Items Returned (Max. \$150.00)	DDA01517	150320	\$30.00
Overdrafts			
Overdraft Paid Fee	DDA01126	150341	\$37.00
Overdraft Returned Fee	DDA01103	150340	\$37.00
Extended Overdraft (Weekly Beginning on 8th Calendar Day)	DDA01130	000202	\$25.00
Uncollected Funds Usage Rate	DUMXXXX	000144	**Prime + 4%

Stop Payments

Stop Payment 24 Months - Manual	DDA01519	150420	\$35.00
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Statement Services

Statement with Checks	DDA01522	151360	\$15.00
Statement with All Items	DDA01520	151360	\$15.00
Statement with Items (Checks/Dep Tickets) - per Item	DDA01523	151360	
First 100 Items			\$0.00
Each Additional Item			\$0.05
Statement with Check Front Images	DDA01528	151350	\$12.00
Statement with Check Front and Back Images	DDA01532	151350	\$12.00
Statement with Check Front and Deposit Ticket Images	DDA01534	151350	\$12.00
Statement with Check Front and Back and Dep Ticket Images	DDA01536	151350	\$12.00
Statement with Deposit Ticket Images	DDA01538	151350	\$12.00
Statement with Images - per Image	DDA01530	151351	
First 100 Images			\$0.00
Each Additional Image			\$0.04
Snapshot Statement/Copy of Statement	DDA01610	010320	\$10.00
Statement Special Handling	DDA01360	010320	\$20.00
Special Statements	DDA01510	010320	\$14.00
Account Analysis Invoice Fee	DDA35706	000371	\$25.00
Check Sort Maintenance - per Account	DDA03366	151100	\$125.00
Check Sorting - per Item	DDA03535	151100	\$0.30
Deposit Recap Maintenance - per Account	DDA03100	100600	\$40.00

Miscellaneous

Official Bank Checks	DDA35557	150511	\$7.00
Money Orders	DDA35573	150514	\$5.00
Counter Checks	DDA01606	150810	\$2.00
Copy of Check or Deposit Ticket	DDA01204	151342	\$6.00
Account Inquiries By Phone	DDA01214	010600	\$6.00
Related Account Transfers By Phone	DDA01215	010600	\$6.00
Research - per Hour	DDA35773	010620	\$75.00
Fax Fee	DDA01003	159999	\$6.00
Deposit Error Correction	DDA01217	010630	\$15.00

Data Integration Services - Depository Statement

Electronic DDA Statement Monthly Maintenance	DDA21155	010330	\$150.00
Electronic DDA Statement Item Translation	DDA21156	300519	\$0.10
Electronic DDA Statement - per Transmission (Max. \$330.00)	DDA21158	010332	\$15.00
Electronic DDA Statement Standard Setup	DDA21151	300340	\$275.00
Electronic DDA Statement Custom Setup	DDA21152	300341	\$550.00
Electronic DDA Statement Additional Setup Hours	DDA21153	300340	\$85.00
Electronic DDA Statement Map Modification	DDA21154	300340	\$250.00

Data Integration Services - Analysis Statement

Electronic Account Analysis Monthly Maintenance (Max. \$60.00)	DDA21145	010440	\$60.00
Electronic Account Analysis - per Transmission (Max. \$330.00)	DDA21148	010442	\$15.00
Electronic Account Analysis Standard Setup	DDA21141	300340	\$275.00
Electronic Account Analysis Custom Setup	DDA21142	300341	\$550.00
Electronic Account Analysis Additional Setup Hours	DDA21143	300340	\$85.00
Electronic Account Analysis Map Modification	DDA21144	300340	\$250.00

Check Cashing for Non-Customers***

Checks Drawn on Other Banks	DDA32011	150500	\$10.00
Checks Drawn on U.S. Bank	DDA32014	150501	\$7.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

****The Deposit Coverage fee is calculated on average ledger balances and is a managed rate based on factors including bank incurred costs for maintaining your deposits as well as other market indicators.***

*****Prime is defined as the U.S. Bank Prime Rate established on the first business day of the month***

******Applies when a business customer elects to pay fee on behalf of a non-customer presenter of check***

U.S. Bank E-Lockbox Pricing - 2016

Service Description	Element	AFP Code	Price
E-Lockbox			
Monthly Maintenance			
Monthly Maintenance - per Biller ID	DDA22702	310104	
First Biller ID			\$250.00
Each Additional Biller ID			\$50.00
Consumer-initiated Payments			
Remote Banking Items (Min. \$100.00)	DDA22705	250202	
0 - 4,999 Total Items			\$0.16
5,000 - 9,999 Total Items			\$0.11
10,000 - 24,999 Total Items			\$0.07
25,000 - 49,999 Total Items			\$0.09
50,000 - 99,999 Total Items			\$0.06
100,000 Total Items and Above			\$0.04
Consumer Credit Counseling Service Payments			
CCCS Item	DDA22706	250202	\$0.15
Account Conversion			
Implementation Setup	DDA22718	259999	\$500.00
Monthly Maintenance	DDA22719	259999	\$150.00
One Time Upload Fee Into Prod	DDA22720	259999	
0 to 1,000 Total Items			\$0.09
1,000 to 10,000 Total Items			\$0.05
10,000 Total Items and Above			\$0.02
Translation Fee	DDA22721	259999	\$0.01
Research Fee	DDA22722	259999	\$0.00
Return/Notification of Change			
Notification of Change - per Item	DDA22716	250302	\$2.00
Return - per Item	DDA22707	250302	\$1.75
Reporting			
Biller Activity Report Monthly Maint - per Biller ID	DDA22715	250701	\$20.00
Credit Counseling Report Monthly Maint - per Biller ID	DDA22714	250202	
First Item			\$500.00
All Additional Items			\$0.00
Supplemental Remittance Monthly Maint - per Biller ID	DDA40043	300220	\$80.00
Data Transmission			
Data Transmission - per Transmission (Max. \$330.00)	DDA21138	310113	\$15.00
VAN Data Transmission - per Kilocharacter	DDA21140	310114	\$0.40

File Translation

Reporting Translation - per Payment	DDA21135	310112	\$0.05
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Biller Stop Payment Process

Stop File Monthly Maint - Shared File or Dollar Amt	DDA22709	259999	
First item			\$75.00
2 to 5 items			\$25.00
All additional items			\$0.00
Stop File Monthly Maintenance - Direct File to BCP	DDA22711	259999	\$150.00
Stop Payment - per Item	DDA22710	250312	\$1.00

Modifications

Reporting Modifications, Administrative	DDA21132	310103	\$5.00
Reporting Modifications, Map	DDA21133	310103	\$150.00

Setup Fee

Custom Setup	DDA21131	310102	\$750.00
Setup	DDA21130	310100	\$750.00
ELBX Multicycle File Setup	DDA21219	310100	\$200.00
Stop File Setup - Shared File or Dollar Amount Stop	DDA22712	251000	\$100.00
Stop File Setup - Direct File to BCP	DDA22713	251000	\$200.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank E-Payment Service Pricing - 2016

Service Description	Element	AFP Code	Price
E-Payment Service			
Monthly Maintenance and Reporting			
Web Monthly Maintenance	DDA04603	310000	
First Application			\$125.00
Each Additional Application			\$50.00
IVR Monthly Maintenance	DDA04618	310000	
First Application			\$350.00
Each Additional Application			\$150.00
One Time-Payments (E-Check(ACH), Credit & ATM Card)			
Total Web one-time Payments - per Confirmation Number	DDA04604	310420	
1 - 1,000 Total Items			\$0.45
1,001 - 10,000 Total Items			\$0.35
10,001 - 50,000 Total Items			\$0.25
50,001 - 100,000 Total Items			\$0.20
100,001 - 250,000 Total items			\$0.16
250,001 Total Items and Above			\$0.19
Total IVR one-time Payments - per Confirmation Number	DDA04605	310420	
1 - 1,000 Total Items			\$0.67
1,001 - 10,000 Total Items			\$0.48
10,001 - 50,000 Total Items			\$0.36
50,001 - 100,000 Total Items			\$0.28
100,001 - 250,000 Total items			\$0.24
250,001 Total Items and Above			\$0.19
IVR - per Minute	DDA04622	310420	\$0.13
Recurring Payments (E-Check(ACH), Credit & ATM Card)			
Total Web Recurring Payments - per Confirmation Number	DDA04699	310420	
1 - 1,000 Total Items			\$0.37
1,001 - 10,000 Total Items			\$0.29
10,001 - 50,000 Total Items			\$0.25
50,001 - 100,000 Total Items			\$0.21
100,001 - 250,000 Total items			\$0.18
250,001 Total Items and Above			\$0.15
ACH Items and Fees			
E-Payment Fed Item	DDA22614	250102	\$0.04
E-Payment On-Us Item	DDA22613	250102	\$0.04
E-Payment Return - per Item	DDA22615	250302	\$3.00
E-Payment Notification of Change - per Item	DDA22616	251070	\$2.50

Custom Remittance Reporting

Custom Remittance File Monthly Maintenance	DDA21123	300029	\$150.00
Custom Remittance File - per Payment	DDA21124	300519	\$0.08
Custom Remittance File - per Transmission (Max. \$330.00)	DDA21127	310501	\$5.00
Custom Remittance File VAN Transmission - per Kilocharacter	DDA21129	300502	\$0.00
Custom Remittance File Setup	DDA21120	300340	\$950.00
Custom Remittance File Setup Modification	DDA21122	300340	\$250.00

Additional Services

E-Payment Service Gateway Payments	DDA04725	310420	\$0.10
Real-Time Communications Support	DDA04709	310420	\$50.00
File Transmission Support	DDA04708	310420	\$100.00
Custom Programming - per Hour	DDA04602	310112	\$175.00
E-Payment Service Call Center Setup	DDA04707	310420	\$1,750.00
Visa Account Updater	DDA04640	310420	
1 - 500 Total Items			\$0.95
501 - 1,000 Total Items			\$0.75
1,001 - 5,000 Total Items			\$0.50
5,000 + Total Items			\$0.40

API Payments

Remote Web Services Set-Up	DDA04703	310420	\$2,500.00
Remote Web Services Setup Additional Application	DDA04721	310420	\$1,000.00
API Single Payments	DDA04706	310420	
1 - 1,000 Total Items			\$0.47
1,001 - 10,000 Total Items			\$0.32
10,001 - 50,000 Total Items			\$0.23
50,001 - 100,000 Total Items			\$0.17
100,001 - 250,000 Total Items			\$0.14
250,001 Total Items and Above			\$0.11
Remote Web Services Monthly Maintenance	DDA04704	310420	\$200.00

Kiosk Channel

Kiosk Indoor Model - monthly fee per kiosk	DDA04741	310420	\$600.00
Kiosk Outdoor Model - monthly fee per kiosk	DDA04740	310420	\$820.00
Kiosk Setup - one time fee per customer	DDA04746	310420	\$3,500.00
Kiosk Monthly Maintenance - monthly fee per kiosk	DDA04743	310420	\$636.00
Kiosk Delivery Fee (S & H) - one time fee	DDA04744	310420	\$0.00
Kiosk Armored Car Service - monthly fee	DDA04745	310420	\$250.00
Kiosk Payments - per confirmation number	DDA04747	310420	\$0.95
Kiosk Add'l Language Options (English & Spanish are default options)	DDA04742	310420	\$525.00
Kiosk Add-On Service (Example: card dispenser)	DDA04748	310420	\$1.00

Implementation

Setup Web payments - 1st Application	DDA04600	310600	\$3,500.00
Setup Web payments - Additional Applications	DDA04601	310600	\$900.00
Setup IVR Payments - 1st Application	DDA04613	310600	\$4,000.00
Setup IVR Payments - Additional Applications	DDA04614	310600	\$1,000.00
Setup IVR and Web Payments - 1st Application	DDA04615	310600	\$7,500.00
Setup IVR and Web Payments - Additional Applications	DDA04616	310600	\$2,000.00

Test Application Hosting and Support (if requested)

IVR and Web Test Application Monthly Maintenance	DDA04669	310000	\$175.00
IVR Test Application Monthly Maintenance	DDA04668	310000	\$150.00
Remote Web Services Test Application Monthly Maintenance	DDA04724	310600	\$125.00
Web Test Application Monthly Maintenance	DDA04667	310000	\$50.00

Test Application Transactions (if requested)

Test Application IVR Transactions	DDA04692	310420	\$0.60
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Test Application Implementation (if requested)

IVR and Web Test Application Implementation - Post-Production	DDA04649	310600	\$0.00
IVR and Web Test Application Implementation - Pre-Production	DDA04648	310600	\$1,800.00
IVR Test Application Implementation - Post-Production	DDA04647	310600	\$0.00
IVR Test Application Implementation - Pre-Production	DDA04629	310600	\$1,500.00
Remote Web Services Test Application - Post Production	DDA04722	310420	\$1,800.00
Remote Web Services Test Application - Pre Production	DDA04723	310420	\$950.00
Test Application Hourly Support - per Hour	DDA04693	319999	\$0.00
Web Test Application Implementation - Post-Production	DDA04628	310600	\$0.00
Web Test Application Implementation - Pre-Production	DDA04627	310600	\$600.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Email and Fax Information Delivery Pricing - 2016

Service Description	Element	AFP Code	Price
Email and Fax Information Delivery			
Email Information Delivery			
Previous Day Monthly Maintenance - per Customer	DDA29395	409999	\$25.00
Previous Day Report	DDA29396	400235	
First 25 Emails			\$0.00
Each Additional Emails			\$1.00
DDA Statement Report - per Report	DDA29397	400012	\$10.00
Setup - per Customer	DDA29394	400810	\$20.00
Fax Information Delivery			
Fax Previous Day Summary & Detail Monthly Maintenance - per Customer	DDA29151	409999	\$25.00
DDA Statement Report - per Report	DDA29156	409999	\$10.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Positive Pay Services Pricing - 2016

Service Description	Element	AFP Code	Price
SinglePoint Positive Pay Services			
SinglePoint Positive Pay with Full Reconciliation			
Full Positive Pay Monthly Maintenance	DDA03014	150030	
First Reconciliation - per Account - per Cycle			\$95.00
Each Additional Reconciliation - per Account - per Cycle			\$15.00
Full/Positive Pay - per Item	DDA03137	150120	\$0.04
SinglePoint Positive Pay with Partial Reconciliation			
Partial Positive Pay Monthly Maintenance	DDA03101	150030	
First Reconciliation - per Account - per Cycle			\$75.00
Each Additional Reconciliation - per Account - per Cycle			\$15.00
Partial Positive Pay - per Item	DDA03102	150120	\$0.07
SinglePoint Positive Pay Only (without Reconciliation)			
Positive Pay Only Monthly Maintenance - per Account	DDA03106	150030	\$50.00
Positive Pay Only - per Item	DDA03107	150120	\$0.02
SinglePoint Same Day Positive Pay			
Same Day Positive Pay - per Item	DDA03044	150120	\$0.02
Same Day Positive Pay Exceptions - per Item	DDA03045	150120	\$1.75
Payee Positive Pay			
Teller Payee Positive Pay - per Account	DDA03130	150030	\$0.00
Payee Positive Pay Monthly Maintenance - per Account	DDA03016	150122	\$40.00
Payee Positive Pay - per Item	DDA03015	151022	\$0.02
Payee Positive Pay Exceptions - per Item	DDA03021	150122	\$2.00
Unreviewed Payee Exception Special Process - per Item	DDA03028	150310	\$0.15
SinglePoint Reverse Positive Pay			
Reverse Positive Pay Monthly Maintenance - per Account	DDA03105	150031	\$115.00
Reverse Positive Pay - per Item	DDA03992	150100	\$0.10
Reverse Positive Pay Report/File - per Account	DDA03025	150120	\$75.00
Reverse Positive Pay Image Retrieval - per Item	DDA03020	151352	\$1.00
Teller Cashing Block Monthly Maintenance - per Account	DDA03994	150120	\$30.00
Positive Pay Reporting Options			
Teller Positive Pay Special Handling - per Account	DDA03321	150520	\$35.00
ARP Outstanding Issue File - per Account	DDA03690	200201	\$10.00
Monthly Paid Check File - per Account	DDA03689	150120	\$10.00
SinglePoint Positive Pay Exceptions			
SinglePoint Positive Pay Exceptions - per Item	DDA03024	150310	\$3.00

Input (SinglePoint Issue Maintenance and Transmission)

SinglePoint Issue Maintenance Monthly Maintenance - per Customer	DDA29531	200201	\$20.00
SinglePoint Issue/Cancel Input - per Item	DDA03022	20020B	\$0.25
SinglePoint File Upload - per Account - per File	DDA03026	20020B	
First 5 Files			\$5.00
More than 5 Files			\$5.00
Transmission Input - per Transmission - per Account (Max. \$50.00)	DDA03121	200201	\$15.00
ARP Manual Input - per Item	DDA03536	200210	\$3.00
Stale Date Monthly Maintenance - per Account	DDA03036	150230	\$15.00

Return Items

SinglePoint Checks Returned Unpaid - per Item	DDA03017	150322	\$25.00
SinglePoint ACH Converted Checks Returned Unpaid - per Item	DDA03018	150322	\$25.00

Output

ARP Transmission Output - per Transmission	DDA03688	200301	\$15.00
ARP Transmission - per Item	DDA03122	200301	\$0.015
ARP Special Transmission Format - per Account	DDA03120	209999	\$35.00

File Confirmation

SinglePoint File Confirmation - per Confirm - per Account	DDA03027	159999	\$1.00
File Confirmation - per Fax - per Account	DDA03126	159999	\$3.50

Account Setup Fees

SinglePoint Positive Pay Setup - per Account	DDA29520	200410	\$100.00
SinglePoint Reverse Positive Pay Setup - per Account	DDA29525	150031	\$100.00
Payee Positive Pay Setup - per Account	DDA03013	151600	\$100.00
SinglePoint Issue Maintenance Setup - per Customer	DDA29530	109999	\$20.00

ACH Positive Pay Service

ACH Positive Pay Monthly Maintenance - per Account	DDA22641	250000	\$17.50
ACH Positive Pay - per Authorization Added	DDA22642	250000	\$1.00
ACH Positive Pay Item - per Item Paid	DDA22643	250000	\$0.08
ACH Positive Pay Setup - per Account	DDA22640	250000	\$20.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Returned Deposited Item Services Pricing - 2016

Service Description	Element	AFP Code	Price
Returned Deposited Item Services			
Returned Items			
Returned Deposited Item - per Item	DDA01508	100400	\$1.00
Special Instructions			
Returned Deposited Item Maintenance - per Month	DDA01374	100405	
First Account			\$10.00
Each Additional Account			\$5.00
Returned Deposited Item Redeposited - per Item	DDA01364	100402	\$0.75
Returned Deposited Items Transmission			
Returned Deposited Item Transmission Setup Fee	DDA01409	100440	\$200.00
Returned Deposited Item Transmission Images - per Item	DDA01406	100411	\$1.25
Returned Deposited Item Transmission - per Transmission (min. \$150.00) (Max. \$225.00)	DDA01402	100411	\$15.00
Returned Deposited Item Reason Code Keyed - per Item	DDA01385	100401	\$0.25
Returned Deposited Item Maker Name Keyed - per Item	DDA01369	100430	\$2.50
Other Notification Options			
Returned Deposited Item Duplicate Advice Faxed - per Fax	DDA01014	100411	\$3.00
Returned Dep Item Duplicate Advice Mailed - per Advice	DDA01367	100401	\$5.00
Returned Deposited Item Emailed Notice - per Day	DDA01407	100440	\$2.25
<i>Charged in addition to email per item fee.</i>			
Returned Deposited Item Special Advice - per Day	DDA01365	100440	\$3.00
Returned Deposited Item Phone Call - Next Day - per Item	DDA01377	100420	\$16.00
Returned Deposited Item Image Emailed Items - per Item	DDA01376	100440	\$2.00
Returned Deposited Item Fax Notification - per Day	DDA01109	100411	\$5.50
Returned Dep Item Image Copy of Returned Item - per Item	DDA01108	100401	\$2.50

Miscellaneous Instructions

Returned Deposited Item Special Mail Handling - per Item	DDA01388	100440	\$1.50
Returned Deposited Item Reason Code Keyed - per Item	DDA01385	100401	\$0.25
Returned Deposited Item Maker Name Keyed - per Item	DDA01369	100430	\$2.50
Returned Deposited Item Manual Processing - per Item	DDA01370	100430	\$3.00
Returned Deposited Item Recap / Summary Report - per Day	DDA01371	100440	\$8.00
Returned Dep Item Requalified / Consolidated - per Item	DDA01386	100401	\$10.00

SinglePoint Returned Deposited Item Reporting

Returned Deposited Item Image Retrieved - per Item	DDA01110	100403	\$0.10
Returned Deposited Item Advice Retrieved - per Item	DDA01111	100414	\$1.00

SinglePoint Returned Item Decisioning

Returned Item Decisioning Monthly Maintenance - per Account	DDA29810	409999	
First Account			\$5.00
2 - 49 Accounts			\$1.00
50 Accounts and Above			\$0.00
Returned Deposited Item Image Retrieved - per Item	DDA01110	100403	\$0.10
Returned Deposited Item Disposition Change - per Item	DDA01112	100401	\$1.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Scannable Wholesale Lockbox Services Seattle Pricing - 2016

Service Description	Element	AFP Code	Price
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Scannable Wholesale Lockbox Services

Standard Processing

Monthly Maintenance - Seattle	00A0110	050000	
First Lockbox	1		\$110.00
Each Additional Lockbox			\$120.00
Deposit per Credit - Seattle	00A0111	050300	\$1.25
Processed Item with OCR - Seattle	00A0110	050122	\$0.22
Multiple Payment Surcharge per Item - Seattle	00A0110	050103	\$0.15
Processed Item - Seattle	00A0110	050100	\$0.30
Exception Item - Seattle	00A0110	050500	\$0.33
Cash Processing - per Envelope - Seattle	00A0110	05013B	\$8.00
Foreign Check - per Item - Seattle	00A0110	050105	\$5.00
Photocopy - per Item - Seattle	00A0110	05011A	\$0.15
Package Preparation - per Month - Seattle	00A0110	05011L	\$35.00
US Mail Item - Seattle (Min. \$21.00)	00A0110	050410	\$0.14

Additional Processing

Batch - per Item - Seattle	00A0110	050112	\$0.13
Credit Card Item - Seattle (Min. \$25.00)	00A0110	05013A	\$1.00
Data Keystroke - Seattle	00A0110	050126	\$0.02
Envelope Return - per Item - Seattle	00A0110	05011E	\$0.10
Document Matching - per Item - Seattle	00A0110	050115	\$0.07
Staple Photocopy to Remit - per Item - Seattle	00A0110	050117	\$0.07
MICR Capture Item - Seattle	00A0110	050121	\$0.09
Sort - per Item - Seattle	00A0110	050112	\$0.14
Manual Mail/Express Mail Open - Seattle	00A0110	050111	\$9.00
Positive/Negative File - per Month - Seattle	00A0110	050135	\$350.00

Reporting

Data Transmission Monthly Maintenance - Seattle	00A0110	050401	
First Lockbox	1		\$150.00
Each Additional Box (same transmission/site)			\$25.00
Email Reporting - Seattle	00A0110	05040Z	\$100.00
Fax Totals Report - per Month - Seattle	00A0110	050320	\$135.00
Fax Detail Report - per Month - Seattle	00A0110	050321	\$175.00
Hardcopy Reports - per Month - Seattle	00A0110	050321	\$200.00
Returned Item Transmission Monthly Maintenance - Seattle	00A0110	050128	\$100.00
Returned Item Transmission Item - Seattle	00A0110	050128	\$0.01
SinglePoint Lockbox Detail - per Account	00A0110	050311	\$55.00
SinglePoint Lockbox Summary - per Account	00A0110	050310	\$55.00
SinglePoint Current Day Detail - per Item	00A0110	400272	\$0.02

Image Delivery Services

Image Monthly Maintenance - Seattle	00A0111	05011R	\$75.00
Image Check/Coupon - Seattle	00A0111	05011R	\$0.0035
Image Document - Seattle	00A0111	05011R	\$0.12
Image 2 Year Archive Item - Seattle	00A0111	05011R	\$0.04
Image 7 - 10 Year Archive Item - Seattle	00A0111	05011R	\$0.05
Image CD-ROM/DVD Archive Disc - Seattle	00A0110	05011R	\$30.00
Image Document Storage - Seattle (addl 30 days)	00A0110	050600	\$50.00
Image Transmission Monthly Maintenance- Seattle	00A0110	050420	
Monthly Maintenance, First Box			\$250.00
Each Additional Box (same transmission/site)			\$25.00
Image Transmission Check/Coupon - Seattle	00A0110	05011R	\$0.05
Image Transmission Document - Seattle	00A0110	05011R	\$0.10
Image Document Retrieval per Day - Seattle	00A0110	050610	\$25.00
Image Report - per Month - Seattle	00A0110	05011R	\$100.00

Web Decisioning Services

Web Decisioning Monthly Maintenance - Seattle	00A0119	05021Q	\$150.00
Web Decisioning Item - Seattle	00A0119	05021Q	\$0.65

Split Deposit Services

Split Deposit Monthly Maintenance - Seattle	00A0111	050303	\$100.00
Split Deposit per Account - Seattle	00A0111	050303	\$15.00
Split Deposit per Item - Seattle	00A0111	050303	\$0.10

Payment Lookup Services

Payment Lookup Monthly Maintenance - Seattle	00A0112	05021R	\$75.00
Payment Lookup Item - Seattle	00A0112	05021R	\$0.05

Data Translation Services

Lockbox Data Translation Monthly Maintenance	00A2111	050400	\$150.00
Lockbox Data Translation - per Kilocharacter	00A2111	300519	\$0.37
Lockbox Data Translation Transmission - per File	00A2111	050401	\$15.00
Lockbox Data Translation VAN Transmission - per Kiloc	00A2111	050401	\$0.40
Lockbox Data Translation Setup Fee	00A2110	300340	\$950.00
Lockbox Data Translation Additional Setup Hours	00A2111	300340	\$85.00

Other

Payees 8 to 15 per Month - Seattle	00A0112	050131	\$60.00
Payees 16 to 25 per Month - Seattle	00A0112	050131	\$110.00
Payees 26 to 50 per Month - Seattle	00A0112	050131	\$160.00
Accept All Payees per Month - Seattle	00A0112	050131	\$300.00
Account Changes - Seattle	00A0114	059999	\$15.00
Photocopy Request - Seattle	00A0114	050610	\$8.00
Special Handling per Month - Seattle	00A0113	05011P	\$40.00
PO Box Rental - Seattle (Direct Charge)	00A0113	050002	At Cost

Lockbox Set-Up

Scannable Lockbox Setup - Seattle	00A0113	05021Q	\$300.00
Image Setup - Seattle	00A0110	05011R	\$150.00
Data/Image Transmission Setup - Seattle	00A0110	050138	\$300.00
Add-On Service Setup - Seattle	00A0113	101330	\$150.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank SinglePoint Pricing - 2016

Service Description	Element	AFP Code	Price
SinglePoint			
Previous Day Reporting			
Previous Day Summary and Detail Monthly Maintenance	DDA29100	400272	
First Account			\$70.00
Each Additional Account			\$40.00
Previous Day Summary Monthly Maintenance	DDA29101	400273	
First Account			\$45.00
Each Additional Account			\$30.00
Previous Day Detail - per Item	DDA29110	400272	\$0.02
Previous Day Summary - per Item	DDA29111	400272	\$0.11
Previous Day ACH Addenda Monthly Maintenance - per Account	DDA29130	409999	\$30.00
Previous Day ACH Detail Reporting Monthly Maintenance - per Account	DDA29135	400272	\$30.00
Previous Day ACH Detail Reporting - per Item	DDA29136	400272	\$0.01
Short Term Images - per Item Retrieved	DDA14045	151352	\$2.00
Returned Deposited Item Image Retrieved - per Item	DDA01110	100403	\$0.10
Returned Deposited Item Advice Retrieved - per Item	DDA01111	100414	\$1.00
Information Reporting Setup - per Customer	DDA29001	400810	\$50.00
Current Day Reporting			
Current Day Summary and Detail Monthly Maintenance	DDA29010	400272	
First Account			\$80.00
Each Additional Account			\$40.00
Current Day Summary Monthly Maintenance	DDA29011	400273	
First Account			\$45.00
Each Additional Account			\$30.00
Current Day Detail - per Item	DDA29020	400272	\$0.02
Current Day Summary - per Item	DDA29021	400272	\$0.02
Current Day ACH Addenda Monthly Maintenance - per Account	DDA29030	409999	\$30.00
Short Term Images - per Item Retrieved	DDA14045	151352	\$2.00
Information Reporting Setup - per Customer	DDA29001	400810	\$50.00

International Reporting

International Previous Day Summary and Detail Monthly Maintenance	DDA29450	409999	
First Account			\$75.00
Accounts 2-20			\$50.00
Accounts 21-50			\$20.00
Accounts 51+			\$10.00

International Previous Day Summary Monthly Maintenance	DDA29452	409999	
First Account			\$75.00
Accounts 2-20			\$50.00
Accounts 21-50			\$20.00
Accounts 51+			\$10.00

Note: No per item fees apply with Summary only.

International Reporting Current Day - per Item	DDA29460	409999	\$0.17
International Reporting Previous Day - per Item	DDA29451	409999	\$0.17
International Reporting Current Day Report Request	DDA29465	409999	\$2.50
International Reporting Current Day - per Report (Max. \$100.00)	DDA29466	409999	\$5.00
International Reporting Setup - per Account	DDA29470	400810	\$100.00
Foreign Account Opening Fee - per Account	DDA29469	400810	\$1,000.00

Note: Only charged when no International services tied to account

International Request for Transfer

Intl Request for Transfer Monthly Maintenance - per Customer	DDA29513	350000	\$50.00
Intl Request for Transfer	DDA07701	350700	\$3.00
Intl Request for Transfer Setup - per Account	DDA29512	350000	\$100.00

Report File Delivery Transmissions

File Delivery Transmissions Monthly Maintenance - per Account	DDA29416	400110	
First Account			\$100.00
Each Additional Account			\$60.00
File Delivery Transmissions - per Transmission (Max. \$330.00)	DDA29417	400110	\$15.00
File Delivery Transmission Setup - per Transmission	DDA29415	400110	\$200.00

ACH Reporting

ACH Auto Dishonor Report - per Customer	DDA29215	250400	\$10.00
ACH Filter Authorization Report	DDA29210	250720	No Charge
ACH Filter Rejected Item Report	DDA29209	250720	No Charge
ACH Healthcare Claim Pymt Report - per Account	DDA29204	250720	\$40.00
ACH Received Item Report - per Account	DDA29206	250720	\$32.00
ACH Redeposit Report - per Customer	DDA29207	250720	\$10.00
ACH Return and NOC Report - per Account	DDA29205	250720	
First Account			\$9.00
Each Additional Account			\$2.00
ACH Secured Funds Pledge Report	DDA29216	250000	No Charge
ACH Settlement Report - per Account	DDA29208	250720	\$35.00
ACH Transaction Capture Report - per Account	DDA29211	250720	\$35.00

ARP Reporting

ARP Recon Reporting Monthly Maintenance - per Account	DDA03031	200306	\$10.00
ARP Recon File - per Item	DDA03029	200100	\$0.02
ARP Recon Extended Retention - per Account	DDA03033	200306	\$25.00
ARP Historic Report - per Request	DDA03030	200306	\$25.00
ARP Recon Outstanding File Monthly Maintenance - per Account	DDA03037	200306	\$10.00
ARP Recon Outstanding File - per Item	DDA03038	200306	\$0.02
ARP Daily Outstanding File Monthly Maintenance - per Account	DDA03041	200306	\$10.00
ARP Daily Outstanding File - per Item	DDA03042	200306	\$0.02
ARP Daily Checks Paid File Monthly Maintenance - per Account	DDA03039	200306	\$35.00
ARP Daily Checks Paid File - per Item	DDA03040	200306	\$0.03
ARP Reject Reporting Monthly Maintenance - per Account	DDA03034	150300	\$5.00

Lockbox Reporting

Lockbox Detail - per Account (Current Day per item fees apply)	DDA29015	050311	\$55.00
Lockbox Summary - per Account (Current Day per item fees apply)	DDA29014	050310	\$55.00
Current Day - per Item	DDA29020	400272	\$0.02

Other Reporting

Account Analysis Report CSV - per Customer	DDA29198	010407	No Charge
<i>Note: Must have TXT or PDF to get CSV format.</i>			
Account Analysis Report PDF - per Key Account	DDA29201	409999	\$10.00
<i>Note: Customers with both TXT and PDF are only charged for one format.</i>			
Account Analysis Report TXT - per Customer	DDA29200	010407	\$10.00
AFS Loan Balance and History Report - per Customer	DDA29231	559999	\$15.00
AFS Loan Balance Report - per Customer	DDA29230	559999	\$15.00
Asset-Based Finance Loan Reporting - per Customer	DDA29232	559999	\$50.00
ARP Deposit Reconciliation Report - per Account	DDA29235	100707	\$35.00
Controlled Disbursement Presentment Comparison Detail Report	DDA29221	150700	No Charge
DDA Statement Report PDF - per Account	DDA29203	409999	\$5.00
DDA Statement Report TXT - per Account	DDA29202	010307	\$5.00
E-Lockbox Report - per Customer	DDA29214	250720	No Charge
EDI Remittance Report - per Account	DDA29225	300225	No Charge
EDI Supplemental Report - per Account	DDA29226	300224	No Charge
<i>Note: ACH Remittance Reporting is required for EDI reports</i>			
FCA Monthly Statement - per Account	DDA29228	409999	No Charge
Interest Payment Detail Related Account Report - per Key Account	DDA29237	400272	\$15.00
Money Market Rate Report - per Customer	DDA29250	450414	\$15.00
Payment Detail Aggregate Level Report - per Key Account	DDA29236	400272	\$15.00
Repo Sweep Confirmation Report - per Account	DDA29270	409999	No Charge
Returned Item Consolidated Report - per Account	DDA29800	400272	\$25.00
Syndicated Loan Balance Report - per Customer	DDA29233	559999	\$15.00
Syndicated Loan Balance and History - per Customer	DDA29234	559999	\$15.00
ZBA Accounting Report - per Account	DDA29261	409999	
First Account			\$25.00
Each Additional Account			\$5.00
ZBA Daily Cash Report - per Master Account	DDA29262	409999	\$25.00
Zero Balance Account Report - per Account	DDA29260	409999	\$25.00

Data Exchange Services (Previous Day Multi-bank Reporting)

Inbound Data Exchange - per Customer	DDA29400	400120	\$75.00
Inbound Data Exchange - per Item	DDA29401	400120	\$0.11
Outbound Data Exchange Monthly Maintenance - per Account	DDA29410	400121	\$125.00
Outbound Data Exchange - per Item	DDA29411	400121	\$0.30

ACH Origination

ACH Origination Monthly Maint - per Customer	DDA29651	250000	\$45.00
ACH Originated Not On-Ups Item	DDA22204	250102	\$0.19
ACH Originated On-Ups Item	DDA22203	250102	\$0.18
International ACH Item (in addition to originated item)	DDA22987	25010K	\$3.50
ACH Return - per Item	DDA22207	250302	\$3.00
ACH Notification of Change - per Item	DDA22208	251070	\$3.00
ACH Origination Receiver Email Notification - per Email	DDA29661	250000	\$0.10
Addenda Item (no charge if originated through EDI) - per Item	DDA22063	250120	\$0.01
SinglePoint ACH Process Run - per Unique Company ID	DDA22206	250505	\$5.50
ACH Origination Setup - per Customer	DDA29650	250000	\$20.00

ACH Adjustments

ACH Adjustment Service Monthly Maintenance - per Customer	DDA29504	250611	\$15.00
ACH Adjustment Request - per Item	DDA22071	250640	\$25.00
ACH Adjustment Request - per Batch	DDA22064	250641	\$25.00
ACH Adjustment Request - per File	DDA22067	250642	\$17.00

ACH Additional Services

ACH Activity Sch Mo Maint - per Account	DDA22653	250000	\$20.00
ACH Activity Sch Setup - per Account	DDA22652	250000	\$25.00
ACH Control Total Mo Maint - per Account	DDA22646	250000	\$0.00
ACH Control Total Setup - per Account	DDA22645	250000	\$0.00
ACH Positive Pay Mo Maint - per Account	DDA22641	250000	\$17.50
ACH Positive Pay - per Authorization Added	DDA22642	250000	\$1.00
ACH Positive Pay Item - per Item Paid	DDA22643	250000	\$0.08
ACH Positive Pay Setup - per Account	DDA22640	250000	\$20.00
ACH Whse Search Mo Maint - per Account	DDA22649	250000	\$20.00
ACH Whse Search Setup - per Account	DDA22648	250000	\$25.00

Account Services

Account Services Monthly Maintenance - per Customer	DDA29165	010000	\$25.00
Account Services Setup - per Customer	DDA29168	010000	\$30.00

Adjustments

Adjustments Monthly Maintenance	DDA29481	100500	No Charge
Adjustments - per Request	DDA29482	100500	No Charge
Adjustments Setup - per Customer	DDA29480	100500	No Charge

Book Transfers

Book Transfers Monthly Maintenance - per Customer	DDA29431	409999	\$30.00
Book Transfers Set Up Fee - per Customer	DDA29430	409999	\$20.00
Book Transfers - per Transfer	DDA29432	409999	\$0.00
Book Transfer Transmission - per Transmission (Max. \$330)	DDA29448	409999	\$15.00
Book Transfer Transmission - per Item	DDA29449	409999	\$0.25

Note: This per item is in lieu of per transfer fee for transmissions.

Cash Forecasting

Cash Forecasting Monthly Maintenance - per Customer	DDA29162	409999	\$100.00
Cash Forecasting Setup - per Customer	DDA29163	400810	\$25.00

Cash Vault

Cash Vault Monthly Maintenance - per Customer	DDA29436	999999	\$20.00
Cash Vault Setup - per Customer	DDA29435	999999	\$20.00

Check Payables

Check Payables - per Check	DDA21064	151810	
1 - 100 Total Checks			\$0.87
101 - 500 Total Checks			\$0.76
501 - 1,000 Total Checks			\$0.66
1,001 Total Checks and Above			\$0.40
Check Payables Monthly Maintenance - per Customer	DDA21063	150040	\$45.00
Check Payables Envelopes - per Envelope	DDA21508	151810	\$0.04
Check Payables Check Additional Page - per Page	DDA21076	151830	\$0.25
Check Payables Postage	DDA21077	151850	at cost - \$0.157
Check Payables Express Mail - per Destination	DDA21078	151860	\$5.00
Check Payables Setup Fee - per Customer	DDA21065	151880	\$500.00

General Ledger Reconciliation

General Ledger Reconciliation Mo Maint - per Customer	DDA29161	101100	\$50.00
General Ledger Reconciliation Setup - per Customer	DDA29160	101100	\$25.00

Image Access

Image Access Monthly Maintenance - per Account	DDA29541	151350	\$30.00
Image Access Paid Check Images - per Item Stored	DDA14043	151351	\$0.035
Image Access Deposited Item Images - per Item Stored	DDA14044	151351	\$0.035
Returned Deposited Item Images Retrieved - per Item	DDA01110	100403	\$0.10
Returned Deposited Item Advice Retrieved - per Item	DDA01111	100414	\$1.00
Image Access Setup - per Customer	DDA29540	151399	\$20.00

Image File Delivery

Image File Delivery Monthly Maintenance - per Account	DDA29542	151350	\$100.00
Image File Delivery - per Item	DDA14047	151354	\$0.07
Image File Delivery - per Transmission	DDA14051	151354	\$15.00
Image File Delivery Setup - per Customer	DDA14050	151600	\$200.00

Investments

Investment Trading Monthly Maintenance - per Customer	DDA29725	409999	\$25.00
Investment Reporting Monthly Statement - per Account	DDA29722	409999	\$5.00
Investment Reporting Setup - per Customer	DDA29720	409999	\$20.00

Note: External Messaging is required for Investment Reporting Customers

Issue Maintenance

Issue Maintenance Monthly Maintenance - per Customer	DDA29531	200201	\$20.00
Issue/Cancel Input - per Item	DDA03022	20020B	\$0.25
SinglePoint File Upload - per Account - per File	DDA03026	20020B	
First 5 Files			\$5.00
More than 5 Files			\$5.00
File Confirmation - per Confirm - per Account	DDA03027	159999	\$1.00
Issue Maintenance Setup - per Customer	DDA29530	109999	\$20.00

Mobile SinglePoint

Mobile SinglePoint Setup - per Customer	DDA29900	100600	\$25.00
Mobile SinglePoint Monthly Maintenance - per Customer	DDA29901	100600	\$10.00

Payables File Manager

Payables File Manager Monthly Maint	DDA21801	309999	\$25.00
Payables File Manager Std Setup	DDA21800	309999	\$75.00

Positive Pay

Positive Pay Only Monthly Maintenance - per Account	DDA03106	150030	\$50.00
Positive Pay Only - per Item	DDA03107	150120	\$0.02
Positive Pay Exceptions - per Item	DDA03024	150310	\$3.00
Checks Returned Unpaid - per Item	DDA03017	150322	\$25.00
ACH Converted Checks Returned Unpaid - per Item	DDA03018	150322	\$25.00
Positive Pay Setup - per Account	DDA29520	200410	\$100.00

Reverse Positive Pay

Reverse Positive Pay Monthly Maintenance - per Account	DDA03105	150031	\$115.00
Reverse Positive Pay - per Item	DDA03992	150100	\$0.10
Checks Returned Unpaid - per Item	DDA03017	150322	\$25.00
ACH Converted Checks Returned Unpaid - per Item	DDA03018	150322	\$25.00
Reverse Positive Pay Image Retrieval - per Item	DDA03020	151352	\$1.00
Reverse Positive Pay Report/File - per Account	DDA03025	150120	\$75.00
Reverse Positive Pay Setup - per Account	DDA29525	150031	\$100.00

Returned Item Decisioning

Returned Item Decisioning Monthly Maintenance	DDA29810	409999	
First Account			\$5.00
2-49 Accounts			\$1.00
50+ Accounts			\$0.00
Returned Deposited Item Image Retrieved - per Item	DDA01110	100403	\$0.10
Returned Deposited Item Disposition Change - per Item	DDA01112	100401	\$1.00

Stop Payments

Stop Payments Monthly Maintenance - per Customer	DDA29441	150410	\$30.00
Stop Payment	DDA29442	150410	
1 - 10 Stop Payments			\$16.00
11 Stop Payments and Above			\$9.00
Stop Payment Cancellation - per Cancel	DDA29443	150413	\$10.00
Stop Payment Renewal - per Stop	DDA29445	150412	\$5.00
Check Inquiry with ARP Status - per Inquiry	DDA29444	150400	\$0.20
Stop Payment - Per Transmission (Max. \$330.00)	DDA29485	409999	\$15.00
Stop Payment Transmission - per Item	DDA29486	150410	\$6.00

Note: This per item is in lieu of per stop fee for transmissions.

Short Term Images - per Item Retrieved	DDA14045	151352	\$2.00
Stop Payment Setup - per Customer	DDA29440	150410	\$20.00

Trust Services

Trust Monthly Maintenance - per Customer	DDA29434	109999	\$25.00
Trust Setup Fee - per Customer	DDA29433	409999	\$20.00

Note: Book transfer per transfer fees apply.

Wire Transfer Services

Wire Transfer Monthly Maintenance - per Customer	DDA29511	350000	\$45.00
Fedwire Repetitive	DDA07400	350100	\$11.00
Fedwire Non-Repetitive	DDA07401	350104	\$2.00
Internal Transfer	DDA07406	350120	\$7.00
Drawdown Request	DDA07407	350521	\$8.00
Tax Payment	DDA07408	35010Z	\$15.00
International USD Repetitive	DDA07402	350700	\$30.00
International USD Non-Repetitive	DDA07403	350700	\$30.00
International FX Repetitive	DDA07404	350700	\$30.00
International FX Non-Repetitive	DDA07405	350700	\$30.00
Email Notification to Beneficiary	DDA29514	350403	\$0.10
Return Wire (charged as outgoing Fedwire)	DDA07401	350104	\$2.00
Wire Transfer Setup - per Customer	DDA29510	350000	\$20.00
Repaired Outgoing Wire	DDA07802	350541	\$2.50
Cancelled Outgoing Wire	DDA07803	350540	\$2.00
Wire Historical Monthly Maintenance	DDA07412	400645	\$50.00
Wire Historical Setup Fee	DDA07251	400810	\$100.00

Messaging

External Messaging Monthly Maintenance - per Customer	DDA29600	409999	\$0.00
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Miscellaneous

Extend Retention - per Account - 60 Days	DDA29300	400800	\$50.00
Extend Retention - per Account - 90 Days	DDA29301	400800	\$100.00
Token Monthly Maintenance - per Token	DDA29310	401020	\$0.00
Token Replacement - per Token	DDA29320	401020	\$30.00

Setup and Training

User Password Reset	DDA29324	400820	\$5.00
<i>Fee only applied when password is reset by the bank</i>			
User Adds/Modifications/Deletes - per User	DDA29325	400810	\$8.50
<i>User fee applied when U.S. Bank makes the changes</i>			
Account Adds/Modifications/Deletes - per Account	DDA29326	400810	\$15.00
Web/Telephone Training (up to 2 hours)	DDA29330	401030	\$100.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Transmission Services Pricing - 2016

Service Description	Element	AFP Code	Price
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Transmission Services

Data Transmission Encryption Services

Monthly Maintenance - PGP file-level Encryption	DDA35051	010802	
First Account			\$55.00
Each Additional Account			\$0.00
Setup - PGP file-level Encryption	DDA35050	010803	
First Account			\$200.00
Each Additional Account			\$0.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank VantagePoint Pricing - 2016

Service Description	Element	AFP Code	Price
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VANTAGEPOINT

VantagePoint

VantagePoint Monthly Maintenance - per Account	DDA31100	40005Z	
First Account			\$175.00
Each Additional Account			\$50.00
Data Normalization - per Item	DDA31101	410000	\$0.006
VantagePoint Setup - per Customer	DDA31140	400820	\$50.00

Note: SinglePoint Information Reporting monthly maintenance and per item fees apply

Optional Services

VantagePoint Workflow Monthly Maintenance - per Account	DDA31102	40005Z	
First Account			\$50.00
Each Additional Account			\$25.00
VantagePoint Data Transmission Monthly Maintenance - per Transmission	DDA31110	400110	\$10.00
VP Reassoc Maint - per Acct	DDA31119	40005Z	
First Account			\$200.00
Each Additional Account			\$150.00
VP Reassoc - per Character	DDA31120	410005	\$0.01
Reassociation Setup - per Cust	DDA31141	400820	\$300.00

SinglePoint Information Reporting

Previous Day Reporting

Previous Day Summary and Detail Monthly Maintenance	DDA29100	400272	
First Account			\$70.00
Each Additional Account			\$40.00
Previous Day Summary Monthly Maintenance	DDA29101	400273	
First Account			\$45.00
Each Additional Account			\$30.00
Previous Day Detail - per Item	DDA29110	400272	\$0.02
Previous Day Summary - per Item	DDA29111	400272	\$0.11
Previous Day ACH Addenda Monthly Maintenance - per Account	DDA29130	409999	\$30.00
Information Reporting Setup - per Customer	DDA29001	400810	\$50.00

Current Day Reporting

Current Day Summary and Detail Monthly Maintenance	DDA29010	400272	
First Account			\$80.00
Each Additional Account			\$40.00
Current Day Summary Monthly Maintenance	DDA29011	400273	
First Account			\$45.00
Each Additional Account			\$30.00
Current Day Detail - per Item	DDA29020	400272	\$0.02
Current Day Summary - per Item	DDA29021	400272	\$0.02
Current Day ACH Addenda Monthly Maintenance - per Account	DDA29030	409999	\$30.00
Information Reporting Setup - per Customer	DDA29001	400810	\$50.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

U.S. Bank Wire Transfer Services Pricing - 2016

Service Description	Element	AFP Code	Price
Wire Transfer Services			
SinglePoint Wires			
SinglePoint Wire Transfer Monthly Maintenance - per Customer	DDA29511	350000	\$45.00
SinglePoint Fedwire Repetitive	DDA07400	350100	\$11.00
SinglePoint Fedwire Non-Repetitive	DDA07401	350104	\$2.00
SinglePoint Internal Transfer	DDA07406	350120	\$7.00
SinglePoint Drawdown Request	DDA07407	350521	\$8.00
SinglePoint Tax Payment	DDA07408	35010Z	\$15.00
SinglePoint International USD Repetitive	DDA07402	350700	\$30.00
SinglePoint International USD Non-Repetitive	DDA07403	350700	\$30.00
SinglePoint International FX Repetitive	DDA07404	350700	\$30.00
SinglePoint International FX Non-Repetitive	DDA07405	350700	\$30.00
SinglePoint Return Wire (charged as outgoing Fedwire)	DDA07401	350104	\$2.00
SinglePoint Online Repeat Code Request	DDA07409	350550	\$0.00
SinglePoint Wire Transfer Setup - per Customer	DDA29510	350000	\$20.00
CMT Wires			
CMT Monthly Maintenance - per Customer	DDA07694	350000	\$60.00
CMT Fedwire Repetitive	DDA07831	350100	\$15.00
CMT Fedwire Non-Repetitive	DDA07830	350104	\$15.00
CMT International USD Repetitive	DDA07160	350700	\$35.00
CMT International USD Non-Repetitive	DDA07150	350700	\$35.00
CMT International FX Repetitive	DDA07130	350700	\$35.00
CMT International FX Non-Repetitive	DDA07140	350700	\$35.00
CMT Wire Advice Reporting	DDA07970	35040Z	
1-20 Advice Reports			\$22.00
21st Advice Report and Above			\$0.00
CMT Setup	DDA07974	350620	\$60.00
Voice and VRU Wires			
Wire Monthly PIN Maintenance - per Customer	DDA07696	350000	\$7.50
Voice Fedwire Repetitive	DDA07832	350200	\$30.00
Voice Fedwire Non-Repetitive	DDA07833	350202	\$30.00
VRU Fedwire Repetitive	DDA07958	350200	\$20.00
Federal Tax Payment	DDA07906	35020Z	\$25.00
Voice International USD Repetitive	DDA07120	350700	\$60.00
Voice International USD Non-Repetitive	DDA07312	350700	\$60.00
Voice International FX Repetitive	DDA07110	350700	\$40.00
Voice International FX Non-Repetitive	DDA07589	350700	\$40.00

Internal Wires and Automated Standing Transfers (AST)

AST - Standard Domestic External	DDA07850	350510	\$15.00
AST - Standard Domestic Internal	DDA07851	350512	\$10.00
AST - Premium Domestic External	DDA07852	350510	\$15.00
AST - Premium Domestic Internal	DDA07853	350512	\$10.00
AST - Standard International USD	DDA07854	350511	\$25.00
AST - Standard International FX	DDA07855	350511	\$25.00
AST - Premium International USD	DDA07856	350511	\$25.00
AST - Premium International FX	DDA07857	350511	\$25.00
Internal Domestic Wire Credit	DDA07586	350123	\$2.00
Internal Domestic Wire Debit	DDA07548	350124	\$7.00

Drawdown Wires

Drawdown Request Inbound	DDA07911	350520	\$18.00
Drawdown Request Outbound	DDA07912	350520	\$9.00

Batch Wire Origination - Standard Format

Batch Wire Origination Standard Monthly Maintenance - per Customer	DDA07836	350600	\$200.00
Batch Wires - per Payment	DDA07835	35010Z	
1-999 Total Wires			\$9.50
1,000 - 1,999 Total Wires			\$8.00
2,000 Total Wires and Above			\$5.00
Batch Wires International Foreign Currency (FX)	DDA07837	350701	
1-499 Total Wires			\$30.00
500 - 999 Total Wires			\$20.00
1,000 Total Wires and Above			\$12.00
Batch Wires International USD	DDA07838	350701	
1-499 Total Wires			\$20.00
500 - 999 Total Wires			\$15.00
1,000 Total Wires and Above			\$10.00
Batch Wire Setup - Standard	DDA07834	359999	\$1,500.00

Batch Wire Origination - Non-Standard Format

Batch Wire Origination Custom Monthly Maintenance - per Customer	DDA21052	300000	\$220.00
Batch Wire Translation - per Payment	DDA21055	350199	\$0.08
Batch Wires - per Payment	DDA07835	35010Z	
1-999 Total Wires			\$9.50
1,000 - 1,999 Total Wires			\$8.00
2,000 Total Wires and Above			\$5.00
Batch Wires International Foreign Currency (FX)	DDA07837	350701	
1-499 Total Wires			\$30.00
500 - 999 Total Wires			\$20.00
1,000 Total Wires and Above			\$12.00
Batch Wires International USD	DDA07838	350701	
1-499 Total Wires			\$20.00
500 - 999 Total Wires			\$15.00
1,000 Total Wires and Above			\$10.00
Batch Wire VAN Transmission - per File	DDA21057	300102	\$0.00
Batch Wire Transmission - per Transmission (Max. \$330.00)	DDA21056	300100	\$15.00
Batch Wire VAN Transmission - per Kilocharacter	DDA21058	300102	\$0.40
Batch Wire Setup - ANSI X12 820 Format	DDA21046	300300	\$275.00
Batch Wire Setup - Custom Format	DDA21047	300301	\$950.00
Batch Wire Setup - Additional Hours	DDA21049	300300	\$85.00
Batch Wire Format/Map Modification	DDA21050	300302	\$250.00
Payables File Manager Monthly Maint	DDA21801	309999	\$25.00
Payables File Manager Std Setup	DDA21800	309999	\$75.00

Custom Direct Transmission Reporting of Wires

Wire Reporting Monthly Maintenance - Standard - per Customer	DDA07250	350610	\$125.00
Batch Wire Setup - Acknowledgement	DDA21051	300330	\$150.00
Wire Reporting Monthly Maintenance - Non-Standard - per Customer	DDA21102	300010	\$155.00
Wire Reporting Translation - per Payment	DDA21103	300210	\$0.25
Wire Reporting Transmission - per Transmission (Max. \$330.00)	DDA21105	300200	\$15.00
Wire Reporting VAN Transmission - per Kilocharacter	DDA21107	300202	\$0.50
Wire Reporting Setup - ANSI X12 820 Format	DDA21098	300320	\$275.00
Wire Reporting Setup - Custom Format	DDA21099	300321	\$550.00
Wire Reporting Setup - Additional Hours	DDA21100	300320	\$85.00
Wire Reporting Format/Map Modification	DDA21101	300320	\$250.00

Incoming Wires

Incoming Fedwire	DDA07593	350300	\$14.00
Incoming Fedwire - CTP	DDA07597	350300	\$0.00
Incoming International Wire	DDA07311	350712	\$16.00

Advices (Domestic and International) - per Wire

Wire Advice Fax	DDA07910	350402	\$6.00
Wire Advice Phone	DDA07975	350412	\$20.00
Wire Advice Mail	DDA07913	350412	\$6.00
Wire Advice Manual Fax	DDA07602	35041Z	\$20.00

Miscellaneous

Bank Initiated Internal	DDA07826	350202	\$10.00
Bank Initiated Fedwire Non-Repetitive	DDA07824	350202	\$25.00
Bank Initiated Fedwire Repetitive	DDA07825	350202	\$25.00
Bank Initiated International USD Non-Repetitive	DDA07822	350700	\$40.00
Bank Initiated International USD Repetitive	DDA07823	350700	\$40.00
Bank Initiated International FX Non-Repetitive	DDA07820	350700	\$40.00
Bank Initiated International FX Repetitive	DDA07821	350700	\$40.00
Repaired Outgoing Wire	DDA07802	350541	\$2.50
Cancelled Outgoing Wire	DDA07803	350540	\$2.00
Bank Assisted Domestic Wire Surcharge	DDA07959	350202	\$75.00
Bank Assisted International Wire Surcharge	DDA07207	350700	\$65.00
Wire Trace International Wire	DDA07698	350560	\$30.00
Wire Transfer Special Handling	DDA07801	350580	\$10.00

International Request for Transfer

SinglePoint Intl Request for Transfer	DDA07701	350700	\$3.00
Voice International Request for Transfer	DDA07713	350700	\$6.00

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

*** Wire Monthly PIN Maintenance Fee is billed to all wire customers**

U.S. Bank Zero Balance Accounts (ZBA) Pricing - 2016

Service Description	Element	AFP Code	Price
Zero Balance Accounts (ZBA)			
Monthly Maintenance			
ZBA Lead Account	DDA11658	010020	\$45.00
ZBA Subsidiary Accounts	DDA11656	010021	\$30.00
Set Up			
ZBA Setup	DDA11511	010702	\$25.00
DDA electronic debit and credit charges also apply			

Government - All Markets (Mkt CP) 79 - Municipal Investor Ckg / MINC

Attachment 3 – Merchant Card Transactions

On the following pages, we provide:

- Attachment 3 – Merchant Card Transactions
- Elavon Schedule A – Schedule of Fees for City of Spokane
- Elavon Schedule A – Schedule of Fees for City of Spokane (Parking)

City of Spokane
RFP 4249-16
Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 AX	AMEX	NON-STL			3,458	\$ 287,789.08	304.68	.47	See calculations to right broken out by City and Parking pricing	
16013 DB	ACCL	DB RTL PRM			1	\$ 27.65	27.65	.00		
16013 DB	INLK	DB BUSINES			502	\$ 23,491.54	128.61	.07		
16013 DB	INLK	PIN DB CV			1	\$ (0.01)	-.01	.00		
16013 DB	INLK	PIN DB DRF			5,835	\$ 241,330.58	110.76	.80		
16013 DB	INLK	PIN DB RTL			10,024	\$ 355,852.55	115.97	1.37		
16013 DB	INLK	PP RTL			213	\$ 18,527.58	72.50	.03		
16013 DB	MSTO	PIN DB DR			1	\$ 15.67	15.67	.00		
16013 DB	MSTO	PIN DB DRF			1,132	\$ 33,466.09	65.79	.16		
16013 DB	MSTO	PIN DB RTL			1,826	\$ 77,879.74	76.32	.25		
16013 DB	NYCE	DB RTL PRM			1	\$ 5.80	5.80	.00		
16013 DB	PULS	PIN DB DRF			10	\$ 420.28	76.42	.00		
16013 DB	PULS	PIN DB RTL			1	\$ 15.67	15.67	.00		
16013 DB	PULS	PP RTL			40	\$ 4,372.47	102.91	.01		
16013 DB	STAR	DB RTL PRM			3	\$ 47.01	15.67	.00		
16013 DI	DISC	BASE COMM	Commercial Base Submission		1	\$ 5.00	5.00	.00		
16013 DI	DISC	BASE D	Base Submission Level AIP Debit		1	\$ 3.00	3.00	.00		
16013 DI	DISC	BASE P	Base Submission Level AIP Premium		1	\$ 5.00	5.00	.00		
16013 DI	DISC	BASE R	Base Submission Level AIP Rewards		3	\$ 13.00	4.33	.00		
16013 DI	DISC	CNP PP	CPS/CNP Prepaid		1	\$ 88.00	88.00	.00		
16013 DI	DISC	D RTL PP	Retail AIP Premium Plus		33	\$ 1,175.82	36.61	.00		
16013 DI	DISC	ELECT COMM	Commercial Electronic Submission		181	\$ 6,874.72	80.53	.02		
16013 DI	DISC	EXPRESS R	Express Services AIP Rewards		7	\$ 54.50	7.87	.00		
16013 DI	DISC	MIDSUB PPD	Mid Submission Level AIP Prepaid		2	\$ 30.00	15.00	.00		
16013 DI	DISC	PUBLIC D	Public Services AIP Debit		8	\$ 98.66	11.02	.00		
16013 DI	DISC	PUBLIC P	Public Services AIP Premium		81	\$ 1,891.02	41.67	.01		
16013 DI	DISC	PUBLIC PP	Public Services AIP Premium Plus		53	\$ 1,247.38	34.86	.01		
16013 DI	DISC	PUBLIC R	Public Services AIP Rewards		466	\$ 10,240.80	33.40	.06		
16013 DI	DISC	RETAIL P	Retail AIP Premium		54	\$ 1,945.08	37.09	.01		
16013 DI	DISC	RETAIL R	Retail AIP Rewards		226	\$ 8,430.32	40.55	.03		
16013 DI	DISC	RSTRNT R	Restaurants AIP Rewards		3	\$ 60.75	20.88	.00		
16013 DI	DISC	UTILITY PP	Utilities AIP Premium Plus		1	\$ 725.00	725.00	.00		
16013 DI	DISC	UTILITY R	Utilities AIP Rewards		25	\$ 4,814.00	192.35	.00		
16013 DI	DISC	UTLTY COMM	Commercial Utilities		1	\$ 426.90	426.90	.00		
16013 DI	DISC	VOUCHER3 P			2	\$ (20.00)	-10.00	.00		
16013 DI	DISC	VOUCHER3 R			4	\$ (52.40)	-13.10	.00		
16013 MC	M/C	C DATA I	Corporate Data Rate I - Corporate		337	\$ 2,220.36	40.65	.05		
16013 MC	M/C	C DATA I B	Corporate Data Rate I - Business		456	\$ 6,390.05	40.08	.06		
16013 MC	M/C	C DATA I F	Corporate Data Rate I - Fleet		1,228	\$ 42,713.35	154.60	.17		
16013 MC	M/C	C DATA I P	Corporate Data Rate I - Purchasing		115	\$ 8,291.65	131.52	.02		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 MC	M/C		CDATA II B	Corp Data Rate II - Business	62	\$ 8,568.12	99.86	.01		
16013 MC	M/C		CDATA II C	Corporate Data Rate II - Corporate	5	\$ 220.00	42.50	.00		
16013 MC	M/C		CDATA II F	Corp Data Rate II - Fleet	293	\$ 56,303.66	159.65	.04		
16013 MC	M/C		CDATA II P	Corp Data Rate II - Purchasing	53	\$ 103,638.79	1,153.87	.01		
16013 MC	M/C		CONV PURCH	Convenience Purchases	20	\$ 180.50	8.90	.00		
16013 MC	M/C		CORP INTL	Int'l Corporate	22	\$ 183.63	12.93	.00		
16013 MC	M/C		CORP INTLP	Intl Premium Commercial Standard	1	\$ 42.00	42.00	.00		
16013 MC	M/C		CORP STND	Corporate Standard - Corporate	1	\$ 5.00	5.00	.00		
16013 MC	M/C		CORPSTDDRF	Corporate Standard Debit Reg W/FA	1	\$ 55.00	55.00	.00		
16013 MC	M/C		CORPSTND B	Corporate Standard - Business	1	\$ 5.00	5.00	.00		
16013 MC	M/C		DATA I BD	Business Data Rate I Debit	1,167	\$ 12,721.33	29.05	.16		
16013 MC	M/C		DATA I DRF	Corporate Date Rate I - DB Reg W/FA	93	\$ 740.38	20.21	.01		
16013 MC	M/C		DATA II BD	Business Data Rate II Debit	197	\$ 23,398.65	87.16	.03		
16013 MC	M/C		DATA2 B2	Business Data Rate II Spend 2****	73	\$ 14,945.71	689.70	.01		
16013 MC	M/C		DATA2 B3	Business Data Rate II Spend 3	92	\$ 7,012.22	65.24	.01		
16013 MC	M/C		DATA2 B4	Business Data Rate II Spend 4	161	\$ 12,538.90	81.97	.02		
16013 MC	M/C		DATAI B2	Business Data Rate I Spend 2****	463	\$ 6,584.76	43.34	.06		
16013 MC	M/C		DATAI B3	Business Data Rate I Spend 3	294	\$ 4,194.15	62.13	.04		
16013 MC	M/C		DATAI B4	Business Data Rate I Spend 4	675	\$ 22,760.38	241.33	.09		
16013 MC	M/C		DATAII DRF	Corporate Data Rate II - DB Reg W/FA	7	\$ 439.50	71.08	.00		
16013 MC	M/C		EMGE/GDBMX	Emerging Market ED/GOVT DB Max	10	\$ 7,095.75	712.09	.00		
16013 MC	M/C		EMRG E/GDB	Emerging Market ED/GOVT Debit	11,594	\$ 73,974.35	26.53	1.59		
16013 MC	M/C		EMRG E/GDR	Emerging Market Ed/Govt - Debit Reg	45	\$ 371.20	10.68	.01		
16013 MC	M/C		EMRG E/GPP	Emerging Market ED/GOVT Prepaid Debit	1,017	\$ 8,440.88	16.15	.14		
16013 MC	M/C		EMRGE/GDRF	Emerging Market Ed/Govt - DB Reg W/FA	10,045	\$ 63,297.88	20.71	1.38		
16013 MC	M/C		ENH CONVPR	Enhanced Convenience Purchase	11	\$ 110.00	8.48	.00		
16013 MC	M/C		ENH MER 3	Enhanced Merit III	728	\$ 27,278.92	41.81	.10		
16013 MC	M/C		ENH MERITI	Enhanced Merit I	5	\$ 343.00	68.60	.00		
16013 MC	M/C		ENH STND	Enhanced Standard	3	\$ 16.60	5.53	.00		
16013 MC	M/C		ENHPUBSCNP	Enhanced Public Sector CNP	2,291	\$ 12,983.63	71.73	.31		
16013 MC	M/C		ENHPUBSECP	Enhanced Public Sector CP	1,227	\$ 24,032.46	95.79	.17		
16013 MC	M/C		ENHUTILITY	Enhanced Utility	8	\$ 2,603.78	415.61	.00		
16013 MC	M/C		F 2 F DRF	Corporate Face To Face - DB Reg W/FA	5	\$ 224.00	42.46	.00		
16013 MC	M/C		F2F B2	Business Face to Face Spend 2****	44	\$ 1,428.39	30.59	.01		
16013 MC	M/C		F2F B3	Business Face to Face Spend 3	47	\$ 1,746.14	32.52	.01		
16013 MC	M/C		F2F B4	Business Face to Face Spend 4	18	\$ 856.66	39.47	.00		
16013 MC	M/C		F2F BD	Business Face to Face Debit	51	\$ 907.94	18.43	.01		
16013 MC	M/C		FACE-FACEB	Corporate Face to Face - Business Cards	69	\$ 1,997.55	28.86	.01		
16013 MC	M/C		FACE-FACEC	Corporate Face to Face - Corporate	6	\$ 116.27	19.53	.00		
16013 MC	M/C		FACE-FACEF	Corporate Face to Face - Fleet Cards	43	\$ 2,047.59	42.05	.01		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 MC	M/C		FACE-FACEP	Corporate Face to Face - Purchasing Cards	9	\$ 393.59	54.38	.00		
16013 MC	M/C		HV MERIT3	High Value Merit III Base	134	\$ 5,482.72	38.78	.02		
16013 MC	M/C		HV UTILITY	High Value Utilities	3	\$ 1,411.26	353.80	.00		
16013 MC	M/C		HVPUBSECCP	High Value Public Sector CP	134	\$ 2,612.05	20.77	.02		
16013 MC	M/C		HVPUBSECNP	High Value Public Sector CNP	279	\$ 11,291.16	124.35	.04		
16013 MC	M/C		INTL ELEC	International Electronic	713	\$ 16,426.72	51.47	.10		
16013 MC	M/C		INTLELECSP	Intl Super Premium Electronic	18	\$ 453.08	33.45	.00		
16013 MC	M/C		INTLP ELEC	Intl Premium Electronic	255	\$ 7,387.24	44.96	.03		
16013 MC	M/C		INTLP STND	Intl Premium Consumer Standard	127	\$ 546.80	17.71	.02		
16013 MC	M/C		INTLSTNDSP	Intl Super Premium Consumer Standard	23	\$ 67.20	3.61	.00		
16013 MC	M/C		M INTLSTND	International Standard	275	\$ 734.30	10.82	.04		
16013 MC	M/C		MC REF G3D		68	\$ (213.65)	-7.00	.01		
16013 MC	M/C		MC REFCON2		1	\$ (9.67)	-9.67	.00		
16013 MC	M/C		MC REFCON3		70	\$ (776.47)	-25.01	.01		
16013 MC	M/C		MC REFCRP1		1	\$ (10.00)	-10.00	.00		
16013 MC	M/C		MC REFCRP3		64	\$ (985.80)	-177.42	.01		
16013 MC	M/C		MC REST D	Restaurant Debit	5	\$ 127.25	24.63	.00		
16013 MC	M/C		MC SM TK D	Small Ticket Debit	136	\$ 871.69	5.58	.02		
16013 MC	M/C		MC STND D	Standard Debit	130	\$ 578.60	4.45	.02		
16013 MC	M/C		MC UTIL DB	Utility Debit	21	\$ 4,223.54	214.49	.00		
16013 MC	M/C		MC UTILITY	Utility	20	\$ 3,151.98	171.67	.00		
16013 MC	M/C		MC UTLTYPP	Utility Prepaid Debit	11	\$ 1,763.37	185.66	.00		
16013 MC	M/C		MCSMTKT PP	Small Ticket Prepaid Debit	11	\$ 66.75	6.09	.00		
16013 MC	M/C		MCW MERIT3	World Merit III	1,371	\$ 55,254.33	49.49	.19		
16013 MC	M/C		MCW PUB CP	World & World Elite Public Sector CP	2,972	\$ 126,445.42	1,193.46	.41		
16013 MC	M/C		MCW PUBCNP	World & World Elite Public Sector CNP	5,890	\$ 72,726.25	97.37	.81		
16013 MC	M/C		MCW STND	World Standard	22	\$ 131.45	8.11	.00		
16013 MC	M/C		MCWCONPURC	World & World Elite Convenience Purchases	17	\$ 134.25	7.61	.00		
16013 MC	M/C		MCWUTILITY	World Utility	8	\$ 4,044.90	594.22	.00		
16013 MC	M/C		MER1 DRF	Merit I - Debit Reg W/FA	4	\$ 282.00	60.50	.00		
16013 MC	M/C		MER3 D R	Merit III Base - Debit Reg	4	\$ 226.82	56.71	.00		
16013 MC	M/C		MER3 DRF	Merit III Base - DB Reg W/FA	1,089	\$ 39,258.28	34.39	.15		
16013 MC	M/C		MERIT 1 D	Merit I Debit	3	\$ 63.00	21.00	.00		
16013 MC	M/C		MERIT 3 D	Merit III Debit	1,662	\$ 54,355.75	35.90	.23		
16013 MC	M/C		MERIT 3 PP	Merit III Prepaid Debit	41	\$ 1,248.04	33.24	.01		
16013 MC	M/C		MERIT I	Merit I	3	\$ 185.21	61.74	.00		
16013 MC	M/C		MERIT III	Merit III	518	\$ 21,558.44	51.54	.07		
16013 MC	M/C		MWBCOMDAT1	World Business Data Rate I	222	\$ 869.75	31.58	.03		
16013 MC	M/C		MWBCOMDAT2	World Business Data Rate II	2	\$ 274.50	137.25	.00		
16013 MC	M/C		MWE MERIT3	World Elite Merit III	567	\$ 24,595.09	43.01	.08		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 MC	M/C	MWE MERITI	World Elite Merit I		2	\$ 85.50	42.75	.00		
16013 MC	M/C	MWE STND	World Elite Standard		3	\$ 11.00	3.00	.00		
16013 MC	M/C	MWEUTILITY	World Elite Utility		6	\$ 3,759.97	548.80	.00		
16013 MC	M/C	PUBLIC CNP	Public Sector CNP		2,638	\$ 14,600.81	97.99	.36		
16013 MC	M/C	PUBLIC CP	Public Sector CP		1,299	\$ 21,198.22	34.08	.18		
16013 MC	M/C	REF G1 DRF			2	\$ (68.92)	-34.46	.00		
16013 MC	M/C	REF G3 DRF			42	\$ (863.60)	-27.61	.01		
16013 MC	M/C	REFUNDG3PP			4	\$ (17.20)	-4.30	.00		
16013 MC	M/C	REST DRF	Restaurant - Debit Reg W/FA		13	\$ 218.67	17.76	.00		
16013 MC	M/C	SM TKT D R	Small Ticket - Debit Reg		1	\$ 2.75	2.75	.00		
16013 MC	M/C	SM TKT DRF	Small Ticket - Debit Reg W/FA		78	\$ 421.65	5.22	.01		
16013 MC	M/C	STANDARD	Standard		67	\$ 478.80	18.68	.01		
16013 MC	M/C	STANDARDDBD	Business Business Standard Debit		5	\$ 21.00	4.20	.00		
16013 MC	M/C	STANDARDPP	Standard Prepaid Debit		10	\$ 32.60	1.52	.00		
16013 MC	M/C	STND B2	Business Business Standard Spend 2****		1	\$ 3.00	3.00	.00		
16013 MC	M/C	STND B3	Business Business Standard Spend 3		1	\$ 20.00	20.00	.00		
16013 MC	M/C	STND DRF	Consumer Stand - DB Reg W/FA		87	\$ 502.00	13.86	.01		
16013 MC	M/C	UTLTY B2	Business Utilities Spend 2****		1	\$ 296.31	296.31	.00		
16013 MC	M/C	UTLTY BD	Business Utilities Debit		2	\$ 1,351.89	675.95	.00		
16013 MC	M/C	UTLY DRF	Utilities - Debit Reg W/FA		8	\$ 1,261.27	161.88	.00		
16013 MC	M/C	WEBCOMDAT1	World Elite Business Data Rate I		9	\$ 129.40	20.74	.00		
16013 VI	VISA	CARD NP D	CPS Card Not Present Debit		12	\$ 1,328.58	87.96	.00		
16013 VI	VISA	CNP BUS DR	Commercial Card Not Present - Business Deb		3,857	\$ 108,102.69	91.45	.53		
16013 VI	VISA	CNP BUSDB	Commercial Card Not Present - Business Deb		2,906	\$ 98,800.25	375.01	.40		
16013 VI	VISA	CNP D R	CPS/CNP Debit Reg		26	\$ 5,431.86	77.67	.00		
16013 VI	VISA	CNP PP	CPS/CNP Prepaid		1	\$ 20.00	20.00	.00		
16013 VI	VISA	CNP COMM PP	Commercial Card Not Present - Business Pre		35	\$ 100.30	7.17	.00		
16013 VI	VISA	COM RET C	Commercial Card Retail - Corporate		121	\$ 6,125.50	64.03	.02		
16013 VI	VISA	COM RET P	Commercial Card Retail - Purchasing		466	\$ 168,342.98	495.67	.06		
16013 VI	VISA	COMM CNP C	Corporate Card - Card Not Present		597	\$ 5,083.35	105.18	.08		
16013 VI	VISA	COMM CNP P	Purchasing Card - Card Not Present		1,557	\$ 248,802.67	550.55	.21		
16013 VI	VISA	COMM CP B1	V Comm CP - Bus Tier 1		1,262	\$ 120,615.27	291.69	.17		
16013 VI	VISA	COMM CP B2	V Comm CP - Bus Tier 2		1,149	\$ 66,239.49	113.35	.16		
16013 VI	VISA	COMM CP B3	V Comm CP - Bus Tier 3		1,391	\$ 201,145.54	1,220.47	.19		
16013 VI	VISA	COMM CP B4	Commercial CP - Bus Tier 4		167	\$ 22,172.42	161.22	.02		
16013 VI	VISA	COMMCNP B1	V Comm CNP - Bus Tier 1		5,631	\$ 677,789.74	150.65	.77		
16013 VI	VISA	COMMCNP B2	V Comm CNP - Bus Tier 2		2,384	\$ 116,913.56	103.37	.33		
16013 VI	VISA	COMMCNP B3	V Comm CNP - Bus Tier 3		3,534	\$ 296,205.40	100.84	.48		
16013 VI	VISA	COMMCNP B4	Commercial CNP - Bus Tier 4		693	\$ 75,521.06	137.82	.10		
16013 VI	VISA	COMMTRVB2	V Comm CPS/Travel - Bus Tier 2		1	\$ 4.00	4.00	.00		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 VI	VISA	COMMTRVB3	V Comm CPS/Travel - Bus Tier 3		4	\$ 12.50	3.13	.00		
16013 VI	VISA	CONS STND	Standard		3	\$ 9.60	4.40	.00		
16013 VI	VISA	CP BUS DR	Commercial Card Present - Business Debit Re		1,508	\$ 78,972.17	96.18	.21		
16013 VI	VISA	CP BUSDB	Commercial Card Present - Business Debit		881	\$ 46,094.31	88.71	.12		
16013 VI	VISA	CP COMM PP	Commercial Card Present - Business Prepaid		4	\$ 112.00	35.67	.00		
16013 VI	VISA	CPS CRD NP	CPS Card Not Present		8	\$ 631.20	68.69	.00		
16013 VI	VISA	CPS RETAIL	CPS Retail		2,171	\$ 122,124.64	134.13	.30		
16013 VI	VISA	CR COMM DB			15	\$ (238.45)	-41.24	.00		
16013 VI	VISA	CR CONS D			343	\$ (2,020.55)	-19.13	.05		
16013 VI	VISA	CR CONSD R			324	\$ (2,416.15)	-35.67	.04		
16013 VI	VISA	CRCOMM D R			25	\$ (68.20)	-11.96	.00		
16013 VI	VISA	CRVCHRPUR1			9	\$ (372.35)	-90.34	.00		
16013 VI	VISA	EIRF	EIRF		1,534	\$ 14,814.68	55.44	.21		
16013 VI	VISA	EIRF D	EIRF Debit		1,259	\$ 11,778.64	28.19	.17		
16013 VI	VISA	EIRF D R	EIRF Debit Reg		1,026	\$ 10,174.67	19.93	.14		
16013 VI	VISA	EIRF PP	EIRF Prepaid		63	\$ 543.80	11.53	.01		
16013 VI	VISA	INTLSTNDDR	International Standard Debit Reg		2	\$ 3.60	1.80	.00		
16013 VI	VISA	INTLSUPPRM	International Super Premium Card		34	\$ 555.91	15.80	.00		
16013 VI	VISA	KEYED D	CPS Retail Key Entered Debit		51	\$ 3,016.73	121.48	.01		
16013 VI	VISA	KEYED D R	CPS/Key Entered Debit Reg		16	\$ 464.43	34.33	.00		
16013 VI	VISA	RESTAURANT	CPS Restaurant		5	\$ 101.50	21.22	.00		
16013 VI	VISA	RESTRNT D	CPS Restaurant Debit		67	\$ 1,385.47	19.94	.01		
16013 VI	VISA	RETAIL D	CPS Retail Debit		17,204	\$ 589,142.38	133.49	2.36		
16013 VI	VISA	RETAIL D R	CPS/Retail Debit Reg		13,694	\$ 507,941.24	98.25	1.88		
16013 VI	VISA	RETAIL PP	CPS/Retail Base Prepaid		546	\$ 17,921.55	47.50	.07		
16013 VI	VISA	REWARDS 1	CPS Rewards 1		9,739	\$ 432,507.08	99.49	1.34		
16013 VI	VISA	REWARDS 2	CPS Rewards 2		18	\$ 2,421.53	149.77	.00		
16013 VI	VISA	REWDS2 T&E	CPS Rewards 2 T&E		2	\$ 36.50	18.25	.00		
16013 VI	VISA	RSTRNT D R	CPS/Restaurant Debit Reg		48	\$ 998.25	21.32	.01		
16013 VI	VISA	RSTRNT PP	CPS/Restaurant Prepaid		4	\$ 87.25	22.13	.00		
16013 VI	VISA	RTL2 CNP	CPS Retail 2 Card Not Present		34,065	\$ 366,756.38	134.65	4.67		
16013 VI	VISA	RTL2 CNP D	CPS Retail 2 Card Not Present Debit		56,269	\$ 245,859.82	43.66	7.71		
16013 VI	VISA	RTL2 CP	CPS Retail 2 Card Present		13,338	\$ 359,164.73	424.01	1.83		
16013 VI	VISA	RTL2CNP PP	CPS/Retail 2 CNP Prepaid		1,739	\$ 6,708.80	34.68	.24		
16013 VI	VISA	RTL2CNPD R	CPS/Retail 2 CNP Debit Reg		53,537	\$ 207,117.00	54.11	7.34		
16013 VI	VISA	RTL2CNPPMX	CPS Retail 2 Card Not Present Cap Debit		63	\$ 46,218.75	606.13	.01		
16013 VI	VISA	RTL2CNPPMX	CPS/Retail 2 CNP Prepaid Max		2	\$ 600.00	300.00	.00		
16013 VI	VISA	SIGN EIRF	Signature Card Electronic		192	\$ 718.15	15.53	.03		
16013 VI	VISA	SIGN STND	Signature Card Standard		2	\$ 13.00	6.50	.00		
16013 VI	VISA	SMALL TKT	CPS Small Ticket		4,301	\$ 26,703.09	7.37	.59		

City of Spokane
RFP 4249-16
Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 VI	VISA	SML TKT D	CPS Small Ticket Debit		21,412	\$ 120,415.41	7.37		2.94	
16013 VI	VISA	SML TKT PP	CPS/Small Ticket Prepaid		1,084	\$ 5,585.30	7.14		.15	
16013 VI	VISA	SML TKTD R	CPS/Small Ticket Debit Reg		21,164	\$ 130,872.75	8.39		2.90	
16013 VI	VISA	STAND B1	V Comm Standard - Bus Tier 1		96	\$ 4,234.30	69.83		.01	
16013 VI	VISA	STAND B2	V Comm Standard - Bus Tier 2		150	\$ 905.60	44.69		.02	
16013 VI	VISA	STAND B3	V Comm Standard - Bus Tier 3		213	\$ 1,046.40	29.98		.03	
16013 VI	VISA	STND B4	Business Business Standard Spend 4		149	\$ 811.20	50.75		.02	
16013 VI	VISA	STND BUSDB	Commercial Card Standard - Business Debit		17	\$ 403.00	40.88		.00	
16013 VI	VISA	STND CORP	Corporate Card Standard		3	\$ 55.00	25.00		.00	
16013 VI	VISA	STND PURCH	Purchasing Card Standard		3	\$ 330.00	102.50		.00	
16013 VI	VISA	STNDBUS DR	Commercial Standard - Business Debit Reg		19	\$ 385.70	42.64		.00	
16013 VI	VISA	US CR COMM			49	\$ (926.20)	-45.55		.01	
16013 VI	VISA	US CR CONS			345	\$ (3,042.76)	-28.16		.05	
16013 VI	VISA	USCOMML2 P	Purchasing Card Level II Data Rate		2	\$ 100.72	50.36		.00	
16013 VI	VISA	V INTLCHIP	International Issuer Chip		237	\$ 3,936.92	27.46		.03	
16013 VI	VISA	V INTLCOMM	International Commercial Card		76	\$ 1,927.53	34.70		.01	
16013 VI	VISA	V INTLELCT	International Electronic		592	\$ 17,759.75	45.90		.08	
16013 VI	VISA	V INTLPREM	International Premium Card		595	\$ 14,545.14	29.62		.08	
16013 VI	VISA	V INTLSTND	International Standard		374	\$ 1,047.70	9.55		.05	
16013 VI	VISA	V STND D R	Standard Debit Reg		1	\$ 16.00	16.00		.00	
16013 VI	VISA	VI STND D	Standard Debit		2	\$ 17.40	8.70		.00	
16013 VI	VISA	VSP CNP	Signature Preferred Card Not Present		17,802	\$ 460,720.66	261.99		2.44	
16013 VI	VISA	VSP ELEC	Signature Preferred Electronic		62	\$ 506.00	8.38		.01	
16013 VI	VISA	VSP RTL	Signature Preferred Retail		13,314	\$ 629,602.01	387.15		1.83	
16013 VI	VISA	VSP STND	Signature Preferred Standard		748	\$ 11,896.07	63.57		.10	
16013 AX	AMEX	NON-STL			2,145	\$ 184,259.46	379.04		.29	
16013 DB	INLK	DB BUSINES			676	\$ 34,640.39	148.60		.09	
16013 DB	INLK	PIN DB DRF			6,785	\$ 218,854.53	69.30		.93	
16013 DB	INLK	PIN DB RTL			9,498	\$ 325,582.00	89.08		1.30	
16013 DB	INLK	PP COMM			1	\$ 16.12	16.12		.00	
16013 DB	INLK	PP RTL			246	\$ 19,617.34	90.58		.03	
16013 DB	MSTO	PIN DB DRF			756	\$ 22,328.16	70.08		.10	
16013 DB	MSTO	PIN DB RTL			2,811	\$ 100,739.12	79.70		.39	
16013 DB	NYCE	DB RTL PRM			3	\$ 131.70	37.14		.00	
16013 DB	PULS	PIN DB RTL			10	\$ 199.89	21.15		.00	
16013 DB	PULS	PP RTL			5	\$ 336.36	67.27		.00	
16013 DB	STAR	DB RTL PRM			1	\$ 16.12	16.12		.00	
16013 DI	DISC	BASE P	Base Submission Level AIP Premium		1	\$ 13.00	13.00		.00	
16013 DI	DISC	BASE R	Base Submission Level AIP Rewards		2	\$ 10.00	5.00		.00	
16013 DI	DISC	CR INTL			1	\$ (15.00)	-15.00		.00	

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 DI	DISC	D RSTRNTPP	Restaurants AIP Premium Plus		1	\$ 15.50	15.50	.00		
16013 DI	DISC	D RTL PP	Retail AIP Premium Plus		22	\$ 1,149.59	55.68	.00		
16013 DI	DISC	ELECT COMM	Commercial Electronic Submission		135	\$ 3,991.24	38.93	.02		
16013 DI	DISC	ELECT INTL	International Electronic		2	\$ 28.00	14.00	.00		
16013 DI	DISC	EXPRESS R	Express Services AIP Rewards		2	\$ 8.25	4.13	.00		
16013 DI	DISC	PUBLIC D	Public Services AIP Debit		3	\$ 24.00	8.00	.00		
16013 DI	DISC	PUBLIC P	Public Services AIP Premium		51	\$ 1,569.35	38.45	.01		
16013 DI	DISC	PUBLIC PP	Public Services AIP Premium Plus		36	\$ 1,734.42	108.97	.00		
16013 DI	DISC	PUBLIC PPD	Public Services AIP Prepaid		1	\$ 5.00	5.00	.00		
16013 DI	DISC	PUBLIC R	Public Services AIP Rewards		343	\$ 8,477.41	47.71	.05		
16013 DI	DISC	RETAIL P	Retail AIP Premium		47	\$ 1,520.00	37.71	.01		
16013 DI	DISC	RETAIL R	Retail AIP Rewards		171	\$ 6,879.40	51.29	.02		
16013 DI	DISC	RSTRNT P	Restaurants AIP Premium		1	\$ 17.00	17.00	.00		
16013 DI	DISC	UTILITY R	Utilities AIP Rewards		23	\$ 4,225.40	184.15	.00		
16013 DI	DISC	VCHR1 COMM			1	\$ (88.00)	-88.00	.00		
16013 MC	M/C	C DATA I	Corporate Data Rate I - Corporate		278	\$ 1,871.83	52.72	.04		
16013 MC	M/C	C DATA I B	Corporate Data Rate I - Business		460	\$ 18,733.65	89.36	.06		
16013 MC	M/C	C DATA I F	Corporate Data Rate I - Fleet		1,442	\$ 38,578.23	140.12	.20		
16013 MC	M/C	C DATA I P	Corporate Data Rate I - Purchasing		141	\$ 91,806.48	1,095.78	.02		
16013 MC	M/C	C INTL II	Int'l Corp. Purch. Data Rt II		1	\$ 16.12	16.12	.00		
16013 MC	M/C	C DATA II B	Corp Data Rate II - Business		56	\$ 6,444.11	234.63	.01		
16013 MC	M/C	C DATA II C	Corporate Data Rate II - Corporate		1	\$ 17.42	17.42	.00		
16013 MC	M/C	C DATA II F	Corp Data Rate II - Fleet		254	\$ 37,105.14	87.84	.03		
16013 MC	M/C	C DATA II P	Corp Data Rate II - Purchasing		35	\$ 116,167.67	2,648.13	.00		
16013 MC	M/C	CONV PURCH	Convenience Purchases		16	\$ 107.80	6.03	.00		
16013 MC	M/C	CORP INTL	Int'l Corporate		17	\$ 298.05	18.58	.00		
16013 MC	M/C	CORP INTLP	Intl Premium Commercial Standard		1	\$ 2.40	2.40	.00		
16013 MC	M/C	CORPSTDDRF	Corporate Standard Debit Reg W/FA		1	\$ 4.00	4.00	.00		
16013 MC	M/C	CORPSTND F	Corporate Standard - Fleet		3	\$ 12.25	3.63	.00		
16013 MC	M/C	DATA I BD	Business Data Rate I Debit		1,268	\$ 20,150.06	54.44	.17		
16013 MC	M/C	DATA I DRF	Corporate Date Rate I - DB Reg W/FA		51	\$ 706.55	27.87	.01		
16013 MC	M/C	DATA II BD	Business Data Rate II Debit		294	\$ 32,460.41	70.47	.04		
16013 MC	M/C	DATA2 B2	Business Data Rate II Spend 2****		95	\$ 15,879.74	122.52	.01		
16013 MC	M/C	DATA2 B3	Business Data Rate II Spend 3		95	\$ 7,186.67	67.07	.01		
16013 MC	M/C	DATA2 B4	Business Data Rate II Spend 4		106	\$ 6,639.53	52.84	.01		
16013 MC	M/C	DATAI B2	Business Data Rate I Spend 2****		339	\$ 13,286.11	90.70	.05		
16013 MC	M/C	DATAI B3	Business Data Rate I Spend 3		334	\$ 13,892.19	174.96	.05		
16013 MC	M/C	DATAI B4	Business Data Rate I Spend 4		402	\$ 13,603.83	80.57	.06		
16013 MC	M/C	DATAII DRF	Corporate Data Rate II - DB Reg W/FA		23	\$ 3,398.95	126.31	.00		
16013 MC	M/C	EMGE/GDBMX	Emerging Market ED/GOVT DB Max		35	\$ 22,331.30	495.82	.00		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 MC	M/C	EMRG E/GDB	Emerging Market ED/GOVT Debit		16,367	\$ 109,476.03	31.87	2.24		
16013 MC	M/C	EMRG E/GDR	Emerging Market Ed/Govt - Debit Reg		9	\$ 37.80	5.66	.00		
16013 MC	M/C	EMRG E/GPP	Emerging Market ED/GOVT Prepaid Debit		955	\$ 8,770.34	26.17	.13		
16013 MC	M/C	EMRGE/GDRF	Emerging Market Ed/Govt - DB Reg W/FA		8,369	\$ 54,211.24	30.76	1.15		
16013 MC	M/C	ENH CONVPR	Enhanced Convenience Purchase		17	\$ 194.25	10.63	.00		
16013 MC	M/C	ENH MER 3	Enhanced Merit III		521	\$ 22,115.23	44.79	.07		
16013 MC	M/C	ENH MERITI	Enhanced Merit I		2	\$ 200.00	100.00	.00		
16013 MC	M/C	ENH STND	Enhanced Standard		1	\$ 0.80	.80	.00		
16013 MC	M/C	ENHPUBSCNP	Enhanced Public Sector CNP		1,938	\$ 11,137.60	56.92	.27		
16013 MC	M/C	ENHPUBSECP	Enhanced Public Sector CP		1,061	\$ 25,627.81	178.92	.15		
16013 MC	M/C	ENHUTILITY	Enhanced Utility		8	\$ 1,252.47	147.85	.00		
16013 MC	M/C	HV MERIT3	High Value Merit III Base		57	\$ 2,881.38	59.85	.01		
16013 MC	M/C	HVPUBSECCP	High Value Public Sector CP		88	\$ 3,128.42	87.69	.01		
16013 MC	M/C	HVPUBSECNP	High Value Public Sector CNP		274	\$ 2,658.00	52.31	.04		
16013 MC	M/C	INTL ELEC	International Electronic		246	\$ 5,202.81	34.00	.03		
16013 MC	M/C	INTLELECSP	Intl Super Premium Electronic		14	\$ 170.15	12.98	.00		
16013 MC	M/C	INTLP ELEC	Intl Premium Electronic		80	\$ 2,244.65	36.56	.01		
16013 MC	M/C	INTLP STND	Intl Premium Consumer Standard		67	\$ 257.50	9.67	.01		
16013 MC	M/C	INTLSTNDSP	Intl Super Premium Consumer Standard		3	\$ 6.00	1.80	.00		
16013 MC	M/C	ITLELECDR	Intl Electronic Debit Reg		1	\$ 15.00	15.00	.00		
16013 MC	M/C	ITLSTNDDR	Intl Consumer Standard Debit Reg		1	\$ 475.00	475.00	.00		
16013 MC	M/C	M INTLSTND	International Standard		146	\$ 965.09	50.94	.02		
16013 MC	M/C	MC REF G1D			4	\$ (70.00)	-17.50	.00		
16013 MC	M/C	MC REF G3D			9	\$ (289.72)	-45.63	.00		
16013 MC	M/C	MC REFCON2			1	\$ (15.00)	-15.00	.00		
16013 MC	M/C	MC REFCON3			17	\$ (524.18)	-36.95	.00		
16013 MC	M/C	MC REFCRP1			2	\$ (98.50)	-49.25	.00		
16013 MC	M/C	MC REFCRP3			2	\$ (59.00)	-29.50	.00		
16013 MC	M/C	MC REST D	Restaurant Debit		14	\$ 277.25	19.70	.00		
16013 MC	M/C	MC SM TK D	Small Ticket Debit		198	\$ 1,314.55	6.41	.03		
16013 MC	M/C	MC STND D	Standard Debit		53	\$ 171.50	3.52	.01		
16013 MC	M/C	MC UTIL DB	Utility Debit		86	\$ 14,557.08	179.07	.01		
16013 MC	M/C	MC UTILITY	Utility		25	\$ 5,280.69	263.21	.00		
16013 MC	M/C	MC UTLTYP	Utility Prepaid Debit		19	\$ 2,975.55	152.25	.00		
16013 MC	M/C	MCSMTKT PP	Small Ticket Prepaid Debit		5	\$ 11.00	1.88	.00		
16013 MC	M/C	MCW MERIT3	World Merit III		1,129	\$ 46,831.40	47.05	.15		
16013 MC	M/C	MCW MERITI	World Merit I		9	\$ 737.34	95.69	.00		
16013 MC	M/C	MCW PUB CP	World & World Elite Public Sector CP		2,304	\$ 133,117.52	318.70	.32		
16013 MC	M/C	MCW PUBCNP	World & World Elite Public Sector CNP		5,085	\$ 62,504.15	67.54	.70		
16013 MC	M/C	MCW STND	World Standard		9	\$ 91.45	14.29	.00		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 MC	M/C	MCWCONPURC	World & World Elite Convenience Purchases		30	\$ 195.50	7.31	.00		
16013 MC	M/C	MCWUTILITY	World Utility		12	\$ 3,967.07	425.21	.00		
16013 MC	M/C	MER1 DRF	Merit I - Debit Reg W/FA		2	\$ 100.00	50.00	.00		
16013 MC	M/C	MER3 D R	Merit III Base - Debit Reg		1	\$ 36.00	36.00	.00		
16013 MC	M/C	MER3 DRF	Merit III Base - DB Reg W/FA		1,031	\$ 35,371.40	34.01	.14		
16013 MC	M/C	MERIT 1 D	Merit I Debit		6	\$ 244.00	45.60	.00		
16013 MC	M/C	MERIT 3 D	Merit III Debit		2,772	\$ 96,536.70	41.09	.38		
16013 MC	M/C	MERIT 3 PP	Merit III Prepaid Debit		31	\$ 1,115.55	39.03	.00		
16013 MC	M/C	MERIT I	Merit I		20	\$ 822.70	41.70	.00		
16013 MC	M/C	MERIT III	Merit III		737	\$ 31,583.85	44.49	.10		
16013 MC	M/C	MWB UTLTY	World Business Utility		2	\$ 473.96	236.98	.00		
16013 MC	M/C	MWBCOMDAT1	World Business Data Rate I		273	\$ 1,499.06	49.44	.04		
16013 MC	M/C	MWBCOMDAT2	World Business Data Rate II		6	\$ 977.14	146.16	.00		
16013 MC	M/C	MWE MERIT3	World Elite Merit III		326	\$ 13,633.15	42.51	.04		
16013 MC	M/C	MWE MERITI	World Elite Merit I		1	\$ 262.00	262.00	.00		
16013 MC	M/C	MWE STND	World Elite Standard		2	\$ 11.50	5.75	.00		
16013 MC	M/C	MWEUTILITY	World Elite Utility		4	\$ 5,800.66	1,450.17	.00		
16013 MC	M/C	PUBLIC CNP	Public Sector CNP		2,971	\$ 19,028.58	48.99	.41		
16013 MC	M/C	PUBLIC CP	Public Sector CP		1,241	\$ 30,401.44	157.26	.17		
16013 MC	M/C	REF G1 DRF			2	\$ (44.00)	-22.00	.00		
16013 MC	M/C	REF G3 DRF			7	\$ (161.50)	-23.72	.00		
16013 MC	M/C	REFUNDG3PP			3	\$ (72.00)	-24.00	.00		
16013 MC	M/C	REST DRF	Restaurant - Debit Reg W/FA		19	\$ 306.00	16.20	.00		
16013 MC	M/C	SM TKT DRF	Small Ticket - Debit Reg W/FA		38	\$ 217.95	5.73	.01		
16013 MC	M/C	STANDARD	Standard		14	\$ 166.25	30.97	.00		
16013 MC	M/C	STANDARDPP	Standard Prepaid Debit		11	\$ 21.60	1.54	.00		
16013 MC	M/C	STND B2	Business Business Standard Spend 2****		1	\$ 20.00	20.00	.00		
16013 MC	M/C	STND DRF	Consumer Stand - DB Reg W/FA		13	\$ 122.21	10.52	.00		
16013 MC	M/C	UTLTY B3	Business Utilities Spend 3		2	\$ 958.04	479.02	.00		
16013 MC	M/C	UTLTY BD	Business Utilities Debit		4	\$ 631.74	179.74	.00		
16013 MC	M/C	UTLY DRF	Utilities - Debit Reg W/FA		10	\$ 1,773.48	185.75	.00		
16013 MC	M/C	WEBCOMDAT1	World Elite Business Data Rate I		16	\$ 281.54	15.12	.00		
16013 VI	VISA	CARD NP D	CPS Card Not Present Debit		39	\$ 6,445.20	142.01	.01		
16013 VI	VISA	CNP BUS DR	Commercial Card Not Present - Business Deb		3,273	\$ 77,490.52	99.54	.45		
16013 VI	VISA	CNP BUSDB	Commercial Card Not Present - Business Deb		2,987	\$ 111,332.29	101.26	.41		
16013 VI	VISA	CNP D R	CPS/CNP Debit Reg		130	\$ 24,895.58	146.56	.02		
16013 VI	VISA	CNP PP	CPS/CNP Prepaid		1	\$ 100.00	100.00	.00		
16013 VI	VISA	CNPCOMM PP	Commercial Card Not Present - Business Preq		69	\$ 371.60	15.05	.01		
16013 VI	VISA	COM RET C	Commercial Card Retail - Corporate		99	\$ 9,238.57	108.24	.01		
16013 VI	VISA	COM RET P	Commercial Card Retail - Purchasing		378	\$ 206,412.40	394.60	.05		

City of Spokane

RFP 4249-16

Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 VI	VISA	COMM CNP C	Corporate Card - Card Not Present		618	\$ 4,199.10	59.47	.08		
16013 VI	VISA	COMM CNP P	Purchasing Card - Card Not Present		1,823	\$ 356,041.84	318.65	.25		
16013 VI	VISA	COMM CP B1	V Comm CP - Bus Tier 1		1,360	\$ 199,814.42	182.44	.19		
16013 VI	VISA	COMM CP B2	V Comm CP - Bus Tier 2		635	\$ 49,093.17	153.63	.09		
16013 VI	VISA	COMM CP B3	V Comm CP - Bus Tier 3		805	\$ 187,437.63	199.99	.11		
16013 VI	VISA	COMM CP B4	Commercial CP - Bus Tier 4		699	\$ 162,550.04	292.26	.10		
16013 VI	VISA	COMMCNP B1	V Comm CNP - Bus Tier 1		5,111	\$ 548,828.82	175.17	.70		
16013 VI	VISA	COMMCNP B2	V Comm CNP - Bus Tier 2		1,245	\$ 43,719.10	67.38	.17		
16013 VI	VISA	COMMCNP B3	V Comm CNP - Bus Tier 3		1,908	\$ 97,377.65	107.69	.26		
16013 VI	VISA	COMMCNP B4	Commercial CNP - Bus Tier 4		2,789	\$ 243,776.94	291.48	.38		
16013 VI	VISA	COMMTRVB1	V Comm CPS/Travel - Bus Tier 1		1	\$ 5.00	5.00	.00		
16013 VI	VISA	COMMTRVB2	V Comm CPS/Travel - Bus Tier 2		2	\$ 10.50	5.25	.00		
16013 VI	VISA	COMMTRVLB4	Commercial CPS Travel - Bus Tier 4		2	\$ 9.00	4.50	.00		
16013 VI	VISA	CONS STND	Standard		10	\$ 194.20	13.76	.00		
16013 VI	VISA	CP BUS DR	Commercial Card Present - Business Debit Reg		1,110	\$ 101,201.98	99.42	.15		
16013 VI	VISA	CP BUSDB	Commercial Card Present - Business Debit		742	\$ 61,450.40	135.72	.10		
16013 VI	VISA	CP COMM PP	Commercial Card Present - Business Prepaid		19	\$ 284.60	39.41	.00		
16013 VI	VISA	CPS CRD NP	CPS Card Not Present		10	\$ 4,296.87	541.33	.00		
16013 VI	VISA	CPS RETAIL	CPS Retail		1,038	\$ 61,240.09	97.62	.14		
16013 VI	VISA	CR COMM DB			3	\$ (2,078.50)	-692.83	.00		
16013 VI	VISA	CR CONS D			55	\$ (1,992.08)	-42.74	.01		
16013 VI	VISA	CR CONSD R			45	\$ (1,401.75)	-43.04	.01		
16013 VI	VISA	CRCOMM D R			1	\$ (881.00)	-881.00	.00		
16013 VI	VISA	CRVCHRPUR1			8	\$ (6,810.08)	-703.32	.00		
16013 VI	VISA	EIRF	EIRF		1,244	\$ 12,482.41	43.02	.17		
16013 VI	VISA	EIRF D	EIRF Debit		607	\$ 8,056.00	21.16	.08		
16013 VI	VISA	EIRF D R	EIRF Debit Reg		821	\$ 15,537.06	34.04	.11		
16013 VI	VISA	EIRF PP	EIRF Prepaid		52	\$ 673.64	24.50	.01		
16013 VI	VISA	INTLELCTDR	International Electronic Debit Reg		1	\$ 32.50	32.50	.00		
16013 VI	VISA	INTLSUPPRM	International Super Premium Card		15	\$ 202.70	13.82	.00		
16013 VI	VISA	KEYED D	CPS Retail Key Entered Debit		19	\$ 526.18	31.67	.00		
16013 VI	VISA	KEYED D R	CPS/Key Entered Debit Reg		114	\$ 2,452.00	33.15	.02		
16013 VI	VISA	KEYED PP	CPS/Key Entered Prepaid		2	\$ 130.00	65.00	.00		
16013 VI	VISA	RESTRNT D	CPS Restaurant Debit		37	\$ 805.50	21.27	.01		
16013 VI	VISA	RETAIL D	CPS Retail Debit		11,178	\$ 466,857.64	71.48	1.53		
16013 VI	VISA	RETAIL D R	CPS/Retail Debit Reg		10,190	\$ 455,843.07	92.85	1.40		
16013 VI	VISA	RETAIL PP	CPS/Retail Base Prepaid		425	\$ 13,994.40	46.95	.06		
16013 VI	VISA	REWARDS 1	CPS Rewards 1		6,203	\$ 296,555.67	97.39	.85		
16013 VI	VISA	REWARDS 2	CPS Rewards 2		46	\$ 16,817.88	528.15	.01		
16013 VI	VISA	REWDS2 T&E	CPS Rewards 2 T&E		7	\$ 139.75	19.83	.00		

City of Spokane
RFP 4249-16
Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE		TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
16013 VI	VISA	RSTRNT D R	CPS/Restaurant Debit Reg		37	\$ 800.00	21.45	.01		
16013 VI	VISA	RTL2 CNP	CPS Retail 2 Card Not Present		26,277	\$ 287,644.74	124.14	3.60		
16013 VI	VISA	RTL2 CNP D	CPS Retail 2 Card Not Present Debit		46,771	\$ 207,691.22	45.23	6.41		
16013 VI	VISA	RTL2 CP	CPS Retail 2 Card Present		9,338	\$ 305,383.96	160.28	1.28		
16013 VI	VISA	RTL2CNP PP	CPS/Retail 2 CNP Prepaid		1,772	\$ 7,063.40	25.80	.24		
16013 VI	VISA	RTL2CNP D R	CPS/Retail 2 CNP Debit Reg		47,457	\$ 191,706.65	57.41	6.51		
16013 VI	VISA	RTL2CNP DMX	CPS Retail 2 Card Not Present Cap Debit		46	\$ 21,784.05	463.61	.01		
16013 VI	VISA	SIGN EIRF	Signature Card Electronic		188	\$ 814.65	18.02	.03		
16013 VI	VISA	SMALL TKT	CPS Small Ticket		1,987	\$ 11,136.65	6.87	.27		
16013 VI	VISA	SML TKT D	CPS Small Ticket Debit		14,160	\$ 81,849.13	7.53	1.94		
16013 VI	VISA	SML TKT PP	CPS/Small Ticket Prepaid		757	\$ 4,087.00	6.83	.10		
16013 VI	VISA	SML TKTD R	CPS/Small Ticket Debit Reg		15,127	\$ 93,414.03	8.70	2.07		
16013 VI	VISA	STAND B1	V Comm Standard - Bus Tier 1		80	\$ 604.00	31.41	.01		
16013 VI	VISA	STAND B2	V Comm Standard - Bus Tier 2		135	\$ 613.65	21.62	.02		
16013 VI	VISA	STAND B3	V Comm Standard - Bus Tier 3		120	\$ 351.20	9.49	.02		
16013 VI	VISA	STND B4	Business Business Standard Spend 4		150	\$ 366.70	6.76	.02		
16013 VI	VISA	STND BUSDB	Commercial Card Standard - Business Debit		2	\$ 10.00	5.00	.00		
16013 VI	VISA	STND PURCH	Purchasing Card Standard		6	\$ 438.00	85.75	.00		
16013 VI	VISA	STNDBUS DR	Commercial Standard - Business Debit Reg		2	\$ 18.00	9.00	.00		
16013 VI	VISA	US CR COMM			3	\$ (43.50)	-14.50	.00		
16013 VI	VISA	US CR CONS			64	\$ (2,342.64)	-36.44	.01		
16013 VI	VISA	USCOMML2 P	Purchasing Card Level II Data Rate		2	\$ 133.50	66.75	.00		
16013 VI	VISA	V INTLCHIP	International Issuer Chip		41	\$ 478.25	26.17	.01		
16013 VI	VISA	V INTLCOMM	International Commercial Card		23	\$ 1,383.63	100.74	.00		
16013 VI	VISA	V INTLELCT	International Electronic		221	\$ 7,863.91	60.84	.03		
16013 VI	VISA	V INTLPREM	International Premium Card		213	\$ 3,869.59	24.11	.03		
16013 VI	VISA	V INTLSTND	International Standard		198	\$ 1,025.02	41.68	.03		
16013 VI	VISA	V STND D R	Standard Debit Reg		36	\$ 658.54	49.63	.00		
16013 VI	VISA	V STND PP	Standard Prepaid		6	\$ 112.00	18.89	.00		
16013 VI	VISA	VI STND D	Standard Debit		24	\$ 339.50	17.45	.00		
16013 VI	VISA	VSP CNP	Signature Preferred Card Not Present		16,952	\$ 431,468.36	275.45	2.32		
16013 VI	VISA	VSP ELEC	Signature Preferred Electronic		94	\$ 1,276.00	12.08	.01		
16013 VI	VISA	VSP RTL	Signature Preferred Retail		13,212	\$ 766,696.74	267.67	1.81		
16013 VI	VISA	VSP STND	Signature Preferred Standard		714	\$ 10,593.79	94.25	.10		
					729,405	\$ 17,300,667.23		100.00		

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE	TRANSACTION COUNT CITY OF SPOKANE	VOLUME CITY OF SPOKANE	PRICE PER TRANSACTION CITY OF SPOKANE	ANNUAL COST CITY OF SPOKANE
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City of Spokane
RFP 4249-16
Attachment 3-Merchant Card Transactions with Pricing Sheet

CHAIN	CARDTYPE	CARDPLAN	INTERCHANGE CODE	TRANSACTION COUNT	VOLUME	AVERAGE TICKET	PERCENTAGE OF OVERALL ITEMS	PRICE PER TRANSACTION	ANNUAL COST
	AMEX	AMEX		5,603	\$ 474,164.54	\$0.0500	\$280.15		
	ACCL	ACCL		1	\$ 27.65	\$0.0650	\$0.07		
	INLK	INLK		33,781	\$ 1,237,912.64	\$0.0650	\$2,195.77		
	MSTO	MSTO		6,526	\$ 234,428.78	\$0.0650	\$424.19		
	NYCE	NYCE		4	\$ 137.50	\$0.0650	\$0.26		
	PULS	PULS		66	\$ 5,344.67	\$0.0650	\$4.29		
	STAR	STAR		4	\$ 63.13	\$0.0650	\$0.26		
	DISC	DISC		1,962	\$ 66,840.21	\$0.0650	\$127.53		
	M/C	M/C		47,875	\$ 2,084,561.27	\$0.0650	\$3,111.88		
	VISA	VISA		239,181	\$ 11,871,759.66	\$0.0650	\$15,546.77		
				335,003	\$ 15,975,240.05		\$19,215.17		

Start Date 6/30/2015

End Date 7/1/2016

YEAR	CHAIN	CARDTYPE	CARDPLAN	NET_SALES	NET_ITEMS	GROSS_SALES	GROSS_ITEMS	CREDIT_VOLUME	CREDIT_COUNT
2015	16013	AX	AMEX	\$ 287,789.08	3,450	\$ 288,083.08	3,458.0	\$ 147.00	4
2016	16013	AX	AMEX	\$ 184,259.46	2,135	\$ 186,081.46	2,145.0	\$ 911.00	5
				\$ 472,048.54	5,585	\$ 474,164.54	5,603.0	\$ 1,058.00	9
2015	16013	DB	ACCL	\$ 27.65	1	\$ 27.65	1.0	\$ -	-
2015	16013	DB	INLK	\$ 639,202.24	16,573	\$ 639,202.26	16,575.0	\$ 0.01	1
2015	16013	DB	MSTO	\$ 111,361.50	2,959	\$ 111,361.50	2,959.0	\$ -	-
2015	16013	DB	NYCE	\$ 5.80	1	\$ 5.80	1.0	\$ -	-
2015	16013	DB	PULS	\$ 4,808.42	51	\$ 4,808.42	51.0	\$ -	-
2015	16013	DB	STAR	\$ 47.01	3	\$ 47.01	3.0	\$ -	-
2016	16013	DB	INLK	\$ 598,710.38	17,206	\$ 598,710.38	17,206.0	\$ -	-
2016	16013	DB	MSTO	\$ 123,067.28	3,567	\$ 123,067.28	3,567.0	\$ -	-
2016	16013	DB	NYCE	\$ 131.70	3	\$ 131.70	3.0	\$ -	-
2016	16013	DB	PULS	\$ 536.25	15	\$ 536.25	15.0	\$ -	-
2016	16013	DB	STAR	\$ 16.12	1	\$ 16.12	1.0	\$ -	-
				\$ 1,477,914.35	40,380	\$ 1,477,914.37	40,382.0	\$ 0.01	1
2015	16013	DI	DISC	\$ 38,056.55	1,142	\$ 38,201.35	1,154.0	\$ 72.40	6
2016	16013	DI	DISC	\$ 29,564.56	839	\$ 29,770.56	843.0	\$ 103.00	2
				\$ 67,621.11	1,981	\$ 67,971.91	1,997.0	\$ 175.40	8
2015	16013	MC	M/C	\$ 1,064,718.39	53,760	\$ 1,070,627.01	54,266.0	\$ 2,954.31	253
2016	16013	MC	M/C	\$ 1,224,822.71	54,458	\$ 1,227,490.51	54,552.0	\$ 1,333.90	47
				\$ 2,289,541.10	108,218	\$ 2,298,117.52	108,818.0	\$ 4,288.21	300
2015	16013	VI	VISA	\$ 6,718,491.91	316,170	\$ 6,737,017.13	318,414.0	\$ 9,262.61	1,122
2016	16013	VI	VISA	\$ 6,275,050.22	253,831	\$ 6,306,232.32	254,191.0	\$ 15,591.05	180
				\$ 12,993,542.13	570,001	\$ 13,043,249.45	572,605.0	\$ 24,853.66	1,302
			Total	\$ 17,300,667.23	726,165	\$ 17,361,417.79	729,405.0	\$ 60,750.56	1,620

DBA	STATUS	MODEL	VAR_VENDOR	TID_LAST_ACTIVITY
CO SPOKANE PARKING METERS	OPEN	Vendor Distributed	MainStreet Softworks	04/06/2016
CO SPOKANE PARKING CELL	OPEN	Service Provider Hosted	Six Card Solutions	
CO SPOKANE POLICE	OPEN	HYPERCOM T4210 DIAL		11/12/2015
CO SPOKANE POLICE	OPEN	VX520		04/06/2016
CO SPOKANE PARKS DEPT	OPEN	HYPERCOM T7PLUS		10/16/2012
CO SPOKANE PARKS DEPT	OPEN	VX570IP		09/04/2015
CO SPOKANE PARKS DEPT	OPEN	VX570IP		05/27/2015
CO SPOKANE PARKS DEPT	OPEN	VX570IP		06/01/2015
CO SPOKANE PARKS DEPT	OPEN	VX570IP		04/04/2013
CO SPOKANE PARKS DEPT	OPEN	HYPERCOM M4230GPRS		10/18/2015
CO SPOKANE PARKS DEPT	OPEN	HCOM SIM Card		
CO SPOKANE PARKS DEPT	OPEN	VX570IP		08/18/2015
CO SPOKANE PARKS DEPT	OPEN	HYPERCOM M4230GPRS		09/13/2015
CO SPOKANE PARKS DEPT	OPEN	HCOM SIM Card		
CO SPOKANE PARKS DEPT	OPEN	INGENICO IWL250G		08/10/2015
CO SPOKANE PARKS DEPT	OPEN	IWL250G COMM BASE		
CO SPOKANE PARKS DEPT	OPEN	SIM CARD		
CO SPOKANE PARKS DEPT	OPEN	VX570IP		08/04/2015
CO SPOKANE PARKS DEPT	OPEN	VX570IP		07/06/2015
CO SPOKANE PARKS DEPT	OPEN	VX520		11/24/2015
CO SPOKANE PARKS DEPT	OPEN	VX520		04/04/2016
CO SPOKANE PARKS DEPT	OPEN	VX520		04/06/2016
CO SPOKANE PARKS DEPT	OPEN	VX520		02/23/2016
CO SPOKANE PARKS DEPT	OPEN	INGENICO IWL250G		04/05/2016
CO SPOKANE PARKS DEPT	OPEN	IWL250G COMM BASE		
CO SPOKANE PARKS DEPT	OPEN	SIM CARD		
CO SPOKANE PARKS DEPT	OPEN	VX520		
CO SPOKANE PARKS DEPT	OPEN	VX520		
CO SPOKANE PARKS DEPT	OPEN	VX520		
CO SPOKANE PARKS DEPT	OPEN	VX520		04/04/2016
INDIAN CANYON GC	OPEN	HYPERCOM T4210 DIAL		08/26/2015
INDIAN CANYON GC	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	Service Provider Hosted	Authorize.net	02/12/2014
CO SPOKANE RIVERFRONT PARK	OPEN	VX510LE		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX510LE		03/27/2016
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		10/09/2015
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		09/16/2012
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		09/07/2015
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		09/20/2015
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		07/28/2012
CO SPOKANE RIVERFRONT PARK	OPEN	HYPERCOM T4210 DIAL		10/18/2015
CO SPOKANE RIVERFRONT PARK	OPEN	VX570IP		03/01/2015
CO SPOKANE RIVERFRONT PARK	OPEN	VX570IP		03/01/2015
CO SPOKANE RIVERFRONT PARK	OPEN	VX570IP		09/04/2015
CO SPOKANE RIVERFRONT PARK	OPEN	Vendor Distributed		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	INGENICO ICT220		02/28/2016
CO SPOKANE RIVERFRONT PARK	OPEN	INGENICO ICT220		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		10/28/2015
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		10/22/2015
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		02/28/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		02/16/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	PINPAD VX820		
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		04/06/2016

DBA	STATUS	MODEL	VAR_VENDOR	TID_LAST_ACTIVITY
CO SPOKANE RIVERFRONT PARK	OPEN	VX520		
CO SPOKANE FIRE PREVENTION DPT	OPEN	HYPERCOM T4210 DIAL		09/30/2015
CO SPOKANE FIRE PREVENTION DPT	OPEN	INGENICO ICT220		04/06/2016
ESMERALDA GC	OPEN	VX510LE		06/26/2015
ESMERALDA GC	OPEN	VX520		04/06/2016
CO SPOKANE ENGINEERING SVCS	OPEN	HYPERCOM T4210 DIAL		09/24/2015
CO SPOKANE BUILDING SRVCS	OPEN	HYPERCOM T4210 DIAL		10/14/2015
CO SPOKANE BUILDING SRVCS	OPEN	PINPAD1300		
CO SPOKANE W2E PLANT	OPEN	PINPAD1300		
CO SPOKANE W2E PLANT	OPEN	VX570IP		09/23/2015
CO SPOKANE W2E PLANT	OPEN	VX570IP		09/23/2015
CO SPOKANE W2E PLANT	OPEN	VX570IP		09/24/2015
CO SPOKANE W2E PLANT	OPEN	PINPAD 1000SE		
CO SPOKANE W2E PLANT	OPEN	PINPAD 1000SE		
CO SPOKANE W2E PLANT	OPEN	PINPAD 1000SE		
CO SPOKANE W2E PLANT	OPEN	VX520		04/06/2016
CO SPOKANE W2E PLANT	OPEN	VX520		04/06/2016
CO SPOKANE W2E PLANT	OPEN	VX520		03/15/2016
CO SPOKANE W2E PLANT	OPEN	PINPAD VX820		
CO SPOKANE W2E PLANT	OPEN	PINPAD VX820		
CO SPOKANE W2E PLANT	OPEN	PINPAD VX820		
CO SPOKANE W2E PLANT	OPEN	PINPAD VX820		
CO SPOKANE UTILITIES COUNTER	OPEN	CONVERGE		04/23/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		03/25/2014
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		09/08/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		09/04/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		11/02/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		04/06/2016
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		04/06/2016
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		04/06/2016
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		
CO SPOKANE UTILITIES COUNTER	OPEN	VX520		11/30/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		06/24/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		06/24/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		09/08/2015
CO SPOKANE UTILITIES COUNTER	OPEN	VX570IP		03/12/2013
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD VX820		
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		06/09/2015
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		09/01/2015
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		09/02/2015
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD 1000SE		
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD 1000SE		
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD 1000SE		
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD 1000SE		
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		08/27/2015
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		09/01/2015
CO SPOKANE TAXES AND LICENSES	OPEN	VX570IP		08/27/2015
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		10/30/2015
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		03/31/2016
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		04/01/2016
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		03/28/2016
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		
CO SPOKANE TAXES AND LICENSES	OPEN	VX520		
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD VX820		
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD VX820		

DBA	STATUS	MODEL	VAR_VENDOR	TID_LAST_ACTIVITY
CO SPOKANE TAXES AND LICENSES	OPEN	PINPAD VX820		
THE CREEK QUALCHAN GC	OPEN	VX510LE		05/19/2015
THE CREEK QUALCHAN GC	OPEN	VX520		04/06/2016
DOWNRIVER GC	OPEN	HYPERCOM T4210 DIAL		06/09/2015
DOWNRIVER GC	OPEN	VX570IP		
DOWNRIVER GC	OPEN	VX520		04/06/2016
DOWNRIVER GC	OPEN	INGENICO IWL250G		02/21/2016
DOWNRIVER GC	OPEN	IWL250G COMM BASE		
DOWNRIVER GC	OPEN	SIM CARD		
CO SPOKANE ACCELA PERMITS	OPEN	Service Provider Hosted	PayPal	04/06/2016
CO SPOKANE ACCELA PERMITS	OPEN	INGENICO ICT250		04/06/2016
CO SPOKANE ACCELA PERMITS	OPEN	INGENICO ICT250		04/06/2016
CO SPOKANE ACCELA PERMITS	OPEN	INGENICO ICT250		04/06/2016
CO SPOKANE ACCELA PERMITS	OPEN	INGENICO ICT250		04/05/2016
CO SPOKANE ACCELA PERMITS	OPEN	INGENICO ICT250		04/06/2016
CO SPOKANE MERKEL CONCESSION	OPEN	VX520		
CO SPOKANE MERKEL CONCESSION	OPEN	OMNI 3200		
CO SPOKANE MERKEL CONCESSION	OPEN	OMNI 3200		
CO SPOKANE MERKEL CONCESSION	OPEN	VX570IP		10/18/2015
CO SPOKANE MERKEL CONCESSION	OPEN	VX570IP		10/19/2015
CO SPOKANE MERKEL CONCESSION	OPEN	VX520		11/22/2015
CO SPOKANE MERKEL CONCESSION	OPEN	VX520		
CO SPOKANE MERKEL CONCESSION	OPEN	VX520		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		11/30/2015
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		08/18/2015
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		06/12/2015
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		06/01/2015
CO SPOKANE PARKING VIOLATIONS	OPEN	PINPAD 1000SE		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		03/03/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		03/03/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		03/01/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	PINPAD 1000SE		
CO SPOKANE PARKING VIOLATIONS	OPEN	PINPAD 1000SE		
CO SPOKANE PARKING VIOLATIONS	OPEN	PINPAD 1000SE		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		07/29/2013
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		09/03/2015
CO SPOKANE PARKING VIOLATIONS	OPEN	VX570IP		09/01/2015
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		04/01/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		04/01/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		03/22/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		04/06/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		04/06/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		04/06/2016
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		
CO SPOKANE PARKING VIOLATIONS	OPEN	VX520		
CO SPOKANE UTILITIES WEB	OPEN	PC INTERNET SECURE		
CO SPOKANE UTILITIES IVR	OPEN	Service Provider Hosted	Online Resources Card and Credit Services	
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		05/22/2013
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		07/23/2015
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX570IP		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		12/02/2015

DBA	STATUS	MODEL	VAR_VENDOR	TID_LAST_ACTIVITY
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		
CITY OF SPOKANE TREASURERS OFFIC	OPEN	VX520		04/01/2016
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	04/06/2016
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING METERS	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	04/06/2016
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
CITY OF SPOKANE PARKING CITATION	OPEN	Service Provider Hosted	Merchant Partners	
COS LIBRARY SELF CHECKOUT	OPEN	Vendor Distributed	PC Charge Version 5.8	
COS LIBRARY SELF CHECKOUT	OPEN	Service Provider Hosted		04/06/2016
COS LIBRARY PAY ONLINE	OPEN	Vendor Distributed	PC Charge Version 5.8	04/06/2016
CITY OF SPOKANE LID	OPEN	VX520		
CITY OF SPOKANE LID	OPEN	VX570IP		
CITY OF SPOKANE LID	OPEN	VX570IP		
CITY OF SPOKANE LID	OPEN	VX570IP		09/01/2015
CITY OF SPOKANE LID	OPEN	VX570IP		08/14/2015
CITY OF SPOKANE LID	OPEN	VX520		
CITY OF SPOKANE LID	OPEN	VX520		10/09/2015
CITY OF SPOKANE LID	OPEN	VX520		02/12/2016
CITY OF SPOKANE LID	OPEN	VX520		
CITY OF SPOKANE LID	OPEN	VX520		
CITY OF SPOKANE LID	OPEN	VX520		
CITY OF SPOKANE LID	OPEN	VX520		

SCHEDULE A - SCHEDULE OF FEES

If this schedule is inclusive of **exception pricing** on any fees or service, written approval of final pricing included herein must be attached for legal review. Primary documentation should be a P&L model including the final pricing, reviewed and signed by the Pricing and Profitability team. If Safe-T Service pricing is included, see Section VII, C., a signed Schedule L must be included. If Professional Services pricing is included, a separate Statement of Work and Professional Services Agreement must be included. Various forms of written approval will be accepted, but must be approved by appropriate parties within the applicable professional services groups as outlined in the pricing guidelines for these products.

ASSUMPTIONS / Merchant PROFILE

Legal Entity Name	City of Spokane		
Business Segment	Services_Government		
Category Description	Government Services-Not Elsewhere Classified		
MCC	9399		
Multiple MCCs?	Yes		
Locations	21		
	Annual Volume	Avg. Ticket	Annual Transactions
VISA	\$11,871,760	\$50.00	237,435
MasterCard	\$2,084,561	\$44.00	47,376
Discover	\$66,840	\$34.00	1,966
Union Pay			0
American Express	\$474,165	\$85.00	5,578
JCB & Diners			0
PIN-Debit	\$1,477,914	\$37.00	39,944
Checks			0
EBT			0
Total	\$15,975,240	\$50.00	332,300

Projected Monthly Trans

Volume	Average Ticket
27692	\$50

TERM

Initial Term of: Year(s) with (REQUIRED): Year(s) Renewal Term

PROCESSING SERVICES AVAILABLE TO COMPANIES GENERALLY

CARD PROCESSING FEES

Billing Method:

Interchange, assessments, and dues will be assessed on all Visa, MasterCard, Discover, and UnionPay settled volume.

Service may adjust Merchant's pricing if (i) Merchant's annualized Visa/MasterCard/Discover/UnionPay average ticket or volume varies from projections by more than twenty percent (20%), or (ii) Merchant's Visa/MasterCard/Discover/UnionPay average ticket or volume for any month falls below fifty percent (50%) of such Visa/MasterCard/Discover/UnionPay average ticket or volume during the same month of the previous calendar year.

Pass-Through

All Visa, MasterCard, Discover, UnionPay, and debit network authorization and Interchange fees, assessments, dues and other fees and charges are passed to Merchant at cost. Service Transaction processing fees include:

	%	Per Item (\$)
Visa	0.00%	\$0.065
MasterCard	0.00%	\$0.065
Discover	0.00%	\$0.065
UnionPay	0.00%	\$0.065
PIN-Debit	0.00%	\$0.065

AUTHORIZATION FEES - Servicer

Telecom Method	IP/DIAL
Additional Fee for Telecom	Waived
	Per Authorization Fee
Visa	\$0.000
MasterCard	\$0.000
Discover	\$0.000
UnionPay	\$0.000
PIN Debit	\$0.000
American Express	\$0.050
Diners	\$0.000
JCB	
EBT	
Other Card Type	
Frame Relay	
Dial Back-Up for Frame Relay	
Voice (VRU) Authorization	\$0.750
Voice Authorization with Address Verification	\$0.900
Operator-Assist Authorization	\$0.900
Bank Referral Authorization	\$4.000

OTHER TRANSACTION FEES

	Per Transaction Fee
Bill Payment (PIN-Less Debit)	
PIN Debit Flat Rate (per settled transaction) (Debit Network Switch Fee is billed separately - per authorization)	
AVS Fee (per occurrence)	
ACH Fee (per occurrence)	
ACH Returned Item Fee (per occurrence)	\$20.000
FedWire Settlement (per occurrence, where available)	
<i>Fedwire requires CFO Approval</i>	
Chargeback Fee (per occurrence)	\$25.000
Monthly Minimum (per location)	Waived

Monthly Minimum Start Date to be the Effective Date of the PDPA

Other Fee

3Delta - Level 3 Solutions

Setup Fee

Other Setup Fee

Monthly Fee

Per Transaction Fee

Other Fee

REPORTING

Merchant Connect Basic

Setup Fee

Monthly Fee

Waived

Waived

Merchant Connect Premium

Setup Fee

Monthly Fee

1 User

2-5 Users

6-10 Users

11+ Users

Waived

Waived

Waived

Waived

Waived

OCM Setup Fee

Monthly Maintenance Fee

1-5 Users

6-10 Users

11+ Users

\$14.95

\$14.95

\$14.95

ACS Reporting

Setup Fee (per MID)

Monthly Fee

Customized Reporting

Setup Fee

Monthly Fee

PIN-Debit BIN Reporting

Setup Fee (per MID)

Monthly Fee

FOREIGN NETWORK

PROFESSIONAL SERVICES

EQUIPMENT/SOFTWARE

Purchase

Equipment Type	Price/Unit	Monthly Fee	Application
Ingenico iCT220	\$230.00		
Ingenico iCT250	\$365.00		
Verifone VX520	\$421.00		
Ingenico Pinpad iPP320	\$288.00		
Verifone Pinpad VX820	\$216.00		
Ingenico Wireless iWL250G	\$733.00		

Notes: 1) Shipping and handling fees are included in the equipment price. 2) All newly purchased equipment from Servicer is warranted for one year from date of purchase. Servicer will replace defective equipment. Merchant will pay a \$35/unit swap fee for the shipping and handling of the replacement equipment. After the first year, Merchant will be quoted a new equipment cost based on market pricing. 3) Merchant owned equipment is not warranted by Servicer, but Merchant may purchase new equipment at market pricing from Servicer. 4) See additional pricing sheet as needed.

DCC & MCC

ACCOUNT IMPLEMENTATION & MAINTAINENCE FEES

ELECTRONIC GIFT CARDS

BILL PAYMENT PORTAL (BPP) & ENTERPRISE BILLING SOLUTIONS (EBS)

ACCULYNK (INTERNET PIN-BASED DEBIT CARDS SERVICES)

PAYMENT NAVIGATOR SERVICES

CONVERGE SERVICES

PETROLEUM SERVICES

ELECTRONIC CHECK SERVICE:SERVICE LEVEL AND PROCESSING FEES

PROCESSING SERVICES AVAILABLE TO COMPANIES OPERATING IN CERTAIN CATEGORIES

NON-PROCESSING SERVICE AVAILABLE TO COMPANIES GENERALLY

CONVENIENCE FEE AND GOVERNMENT/PUBLIC INSTIUION SERVICE FEES (GPISF)

PCI

Channel: Direct

Start Date:	11/1/2016	
MID Type:	Single-MID	
MIDS:	6+	
Billing Type:	Monthly	
	IP	NON-IP
Monthly Fee:	\$7.00	\$7.00
Annual Fee:	N/A	N/A

All Merchants must comply with the requirements of the Payment Card Industry Data Security Standards ("PCI DSS"). Elavon requires Level 4 Merchants (determined based on transaction volume) to validate PCI DSS compliance on an annual basis, with initial validation to occur no later than ninety (90) days after account approval. An annual PCI Fee will be charged to Merchants with access to the services of the qualified third party assessor with whom Elavon has a preferred provider relationship. Any Merchant that has not validated PCI DSS compliance within ninety (90) days of account approval, or in subsequent years on or before the anniversary date of account approval, will be charged an additional monthly non-compliance fee of \$45.00 until Elavon is provided with validation of compliance. Merchant may be eligible for Data Breach Coverage following account approval and PCI DSS compliance validation. See the PCI Compliance Program Overview for coverage details and conditions. Unless stated otherwise in the Agreement, these rates are subject to change with a thirty (30) day notification.

Merchant Acknowledgement

Signature:

Printed Name: _____

Title: _____

Date: _____

SCHEDULE A - SCHEDULE OF FEES

If this schedule is inclusive of **exception pricing** on any fees or service, written approval of final pricing included herein must be attached for legal review. Primary documentation should be a P&L model including the final pricing, reviewed and signed by the Pricing and Profitability team. If Safe-T Service pricing is included, see Section VII, C., a signed Schedule L must be included. If Professional Services pricing is included, a separate Statement of Work and Professional Services Agreement must be included. Various forms of written approval will be accepted, but must be approved by appropriate parties within the applicable professional services groups as outlined in the pricing guidelines for these products.

ASSUMPTIONS / Merchant PROFILE

Legal Entity Name	City of Spokane (Parking)		
Business Segment	Services_Government		
Category Description	Government Services-Not Elsewhere Classified		
MCC	9399		
Multiple MCCs?	Yes		
Locations	2		
	Annual Volume	Avg. Ticket	Annual Transactions
VISA	\$1,171,490	\$4.00	292872
MasterCard	\$213,556	\$4.00	53389
Discover	\$1,132	\$32.00	35
Union Pay			0
American Express			0
JCB & Diners			0
PIN-Debit			0
Checks			0
EBT			0
Total	\$1,386,178	\$13.33	346297

Projected Monthly Trans

Volume	Average Ticket
28858	\$13

TERM

Initial Term of: Year(s) with (REQUIRED): Year(s) Renewal Term

PROCESSING SERVICES AVAILABLE TO COMPANIES GENERALLY

CARD PROCESSING FEES

Billing Method:

Interchange, assessments, and dues will be assessed on all Visa, MasterCard, Discover, and UnionPay settled volume.

Service may adjust Merchant's pricing if (i) Merchant's annualized Visa/MasterCard/Discover/UnionPay average ticket or volume varies from projections by more than twenty percent (20%), or (ii) Merchant's Visa/MasterCard/Discover/UnionPay average ticket or volume for any month falls below fifty percent (50%) of such Visa/MasterCard/Discover/UnionPay average ticket or volume during the same month of the previous calendar year.

Pass-Through

All Visa, MasterCard, Discover, UnionPay, and debit network authorization and Interchange fees, assessments, dues and other fees and charges are passed to Merchant at cost. Service Transaction processing fees include:

	%	Per Item (\$)
Visa	0.00%	\$0.040
MasterCard	0.00%	\$0.040
Discover	0.00%	\$0.040
UnionPay	0.00%	\$0.040
PIN-Debit	0.00%	\$0.040

AUTHORIZATION FEES - Servicer

Telecom Method	IP/DIAL
Additional Fee for Telecom	Waived
	Per Authorization Fee
Visa	\$0.000
MasterCard	\$0.000
Discover	\$0.000
UnionPay	\$0.000
PIN Debit	\$0.000
American Express	\$0.050
Diners	\$0.000
JCB	
EBT	
Other Card Type	
Frame Relay	
Dial Back-Up for Frame Relay	
Voice (VRU) Authorization	\$0.750
Voice Authorization with Address Verification	\$0.900
Operator-Assist Authorization	\$0.900
Bank Referral Authorization	\$4.000

OTHER TRANSACTION FEES

	Per Transaction Fee
Bill Payment (PIN-Less Debit)	
PIN Debit Flat Rate (per settled transaction) (Debit Network Switch Fee is billed separately - per authorization)	
AVS Fee (per occurrence)	
ACH Fee (per occurrence)	
ACH Returned Item Fee (per occurrence)	\$20.000
FedWire Settlement (per occurrence, where available)	
Fedwire requires CFO Approval	
Chargeback Fee (per occurrence)	\$25.000

Monthly Minimum (per location)

Monthly Minimum Start Date to be the Effective Date of the PDPA

Other Fee

3Delta - Level 3 Solutions

Setup Fee

Other Setup Fee

Monthly Fee

Per Transaction Fee

Other Fee

Waived

REPORTING**Merchant Connect Basic**

Setup Fee

Monthly Fee

Waived

Waived

Merchant Connect Premium

Setup Fee

Monthly Fee

1 User

2-5 Users

6-10 Users

11+ Users

Waived

Waived

Waived

Waived

Waived

OCM Setup Fee

Monthly Maintenance Fee

1-5 Users

6-10 Users

11+ Users

\$14.95

\$14.95

\$14.95

ACS Reporting

Setup Fee (per MID)

Monthly Fee

Customized Reporting

Setup Fee

Monthly Fee

PIN-Debit BIN Reporting

Setup Fee (per MID)

Monthly Fee

FOREIGN NETWORK**PROFESSIONAL SERVICES****EQUIPMENT/SOFTWARE****DCC & MCC****ACCOUNT IMPLEMENTATION & MAINTAINENCE FEES****ELECTRONIC GIFT CARDS****BILL PAYMENT PORTAL (BPP) & ENTERPRISE BILLING SOLUTIONS (EBS)****ACCULYNK (INTERNET PIN-BASED DEBIT CARDS SERVICES)****PAYMENT NAVIGATOR SERVICES****CONVERGE SERVICES****PETROLEUM SERVICES****ELECTRONIC CHECK SERVICE:SERVICE LEVEL AND PROCESSING FEES****PROCESSING SERVICES AVAILABLE TO COMPANIES OPERATING IN CERTAIN CATEGORIES****NON-PROCESSING SERVICE AVAILABLE TO COMPANIES GENERALLY****CONVENIENCE FEE AND GOVERNMENT/PUBLIC INSTIUION SERVICE FEES (GPISF)****PCI**

Channel: Direct

Start Date:	11/1/2016
MID Type:	Single-MID
MIDS:	6+
Billing Type:	Monthly

	IP	NON-IP
Monthly Fee:	\$7.00	\$7.00
Annual Fee:	N/A	N/A

All Merchants must comply with the requirements of the Payment Card Industry Data Security Standards ("PCI DSS"). Elavon requires Level 4 Merchants (determined based on transaction volume) to validate PCI DSS compliance on an annual basis, with initial validation to occur no later than ninety (90) days after account approval. An annual PCI Fee will be charged to Merchants with access to the services of the qualified third party assessor with whom Elavon has a preferred provider relationship. Any Merchant that has not validated PCI DSS compliance within ninety (90) days of account approval, or in subsequent years on or before the anniversary date of account approval, will be charged an additional monthly non-compliance fee of \$45.00 until Elavon is provided with validation of compliance. Merchant may be eligible for Data Breach Coverage following account approval and PCI DSS compliance validation. See the PCI Compliance Program Overview for coverage details and conditions. Unless stated otherwise in the Agreement, these rates are subject to change with a thirty (30) day notification.

Merchant Acknowledgement

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Attachment 6 – Merchant Card Transactions with Pricing Sheet

On the following pages, we provide:

- Attachment 6 – Merchant Card Transactions with Pricing for City of Spokane
- Attachment 6 – Merchant Card Transactions with Pricing for City of Spokane (Parking)

City of Spokane

RFP 4249-16

Attachment 6-Merchant Card Transactions with Pricing Sheet – Web Payments

Merchant Name:		Spokane, WA City of										
		Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	Jun 2015	Jul 2015	Aug 2015	Sep 2015	Oct 2015	Nov 2015
Sales	Visa Sales \$	\$2,458,195	\$2,290,370	\$2,550,120	\$2,370,208	\$2,408,805	\$2,511,804	\$2,733,991	\$2,656,517	\$3,023,733	\$2,950,566	\$2,625,016
	Visa Credits \$	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Visa Net \$	\$2,458,195	\$2,290,370	\$2,550,120	\$2,370,208	\$2,408,805	\$2,511,804	\$2,733,991	\$2,656,517	\$3,023,733	\$2,950,566	\$2,625,016
	Mastercard Sales \$	\$625,489	\$571,039	\$667,533	\$676,654	\$679,945	\$641,614	\$789,338	\$822,365	\$883,575	\$874,021	\$772,952
	Mastercard Credits \$	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Mastercard Net \$	\$625,489	\$571,039	\$667,533	\$676,654	\$679,945	\$641,614	\$789,338	\$822,365	\$883,575	\$874,021	\$772,952
	All Cards Net \$	\$3,083,684	\$2,861,409	\$3,217,652	\$3,046,862	\$3,088,750	\$3,153,419	\$3,523,329	\$3,478,882	\$3,907,308	\$3,824,588	\$3,397,969
	Increased transaction volume Per month compared to January of 2015.		\$ (222,275)	\$ 133,968	\$ (36,822)	\$ 5,066	\$ 69,735	\$ 439,645	\$ 395,198	\$ 823,624	\$ 740,904	\$ 314,285
Transactions	Visa Sales #	16,287	15,552	17,751	16,023	16,323	16,110	17,056	16,008	17,320	16,828	15,591
	Visa Credits #	0	0	0	0	0	0	0	0	0	0	0
	Visa Total #	16,287	15,552	17,751	16,023	16,323	16,110	17,056	16,008	17,320	16,828	15,591
	Mastercard Sales #	3,025	2,748	3,542	3,452	3,580	3,508	3,844	3,583	3,850	3,862	3,594
	Mastercard Credits #	0	0	0	0	0	0	0	0	0	0	0
	Mastercard Total #	3,025	2,748	3,542	3,452	3,580	3,508	3,844	3,583	3,850	3,862	3,594
	All Cards Net #	19,312	18,300	21,293	19,475	19,903	19,618	20,900	19,591	21,170	20,690	19,185
	Increased transaction count Per month compared to January of 2015.		-1,012	1,981	163	591	306	1,588	279	1,858	1,378	-127

							Rolling 12 mo	Average	Transactions in	Price per	Annual Cost
Dec 2015	Jan 2016	Feb 2016	Mar 2016	Apr 2016	May 2016	Jun 2016	Total	Ticket	year	Transaction	
\$3,049,218	\$2,718,965	\$2,512,768	\$2,842,661	\$2,443,212	\$2,570,208	\$2,690,862	\$32,817,717	\$	160.96	203,893	\$ 13,253.05
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
\$3,049,218	\$2,718,965	\$2,512,768	\$2,842,661	\$2,443,212	\$2,570,208	\$2,690,862	\$32,817,717				
\$819,113	\$780,508	\$766,344	\$905,257	\$878,467	\$889,022	\$1,220,538	\$10,401,499	\$	192.67	53,986	\$ 3,509.09
\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0				
\$819,113	\$780,508	\$766,344	\$905,257	\$878,467	\$889,022	\$1,220,538	\$10,401,499				
\$3,868,331	\$3,499,473	\$3,279,111	\$3,747,918	\$3,321,678	\$3,459,230	\$3,911,399	\$43,219,215	Total			\$ 16,762.14
\$ 784,647	\$ 415,789	\$ 195,427	\$ 664,234	\$ 237,994	\$ 375,546	\$ 827,715					
18,711	17,798	16,497	18,880	16,143	16,615	16,446	203,893				
0	0	0	0	0	0	0	-				
18,711	17,798	16,497	18,880	16,143	16,615	16,446	203,893				
4,295	4,136	4,098	5,332	4,976	5,265	7,151	53,986				
0	0	0	0	0	0	0	-				
4,295	4,136	4,098	5,332	4,976	5,265	7,151	53,986				
23,006	21,934	20,595	24,212	21,119	21,880	23,597	257,879				
3,694	2,622	1,283	4,900	1,807	2,568	4,285					

Additional Information

On the following pages, we provide U.S. Bank's recommended annotations to the City of Spokane's proposed contract language as requested by our Legal and Insurance departments.

- City of Spokane Contract Terms - U.S. Bank – Legal Review
- City of Spokane Contract Terms - U.S. Bank – Insurance Review

U.S. Bank – Legal Review

DAVID A. CONDON
MAYOR



CITY OF SPOKANE -
PURCHASING
808 W. Spokane Falls Blvd.
Spokane, Washington 99201-
3316
(509) 625-6400

REQUEST FOR PROPOSALS

City of Spokane, Washington

RFP NUMBER: 4249-16

DESCRIPTION: Banking Depository Services

DUE DATE: AUGUST 22, 2016
No later than 1:00 p.m.

City of Spokane - Purchasing
4TH Floor, City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201-3316

Purchasing

6. CONTRACT TERMS

6.1 BUSINESS REGISTRATION REQUIREMENT

Section 8.01.070 of the Spokane Municipal Code states that no person may engage in business with the City without first having obtained a valid business registration. The Firm shall be responsible for contacting the State of Washington Business License Services at <http://bls.dor.wa.gov> or 1-800-451-7985 to obtain a business registration. If the Firm does not believe it is required to obtain a business registration, it may contact the City's Taxes and Licenses Division at (509) 625-6070 to request an exemption status determination.

Comment [SDP1]: U.S. Bancorp is registered in Washington state, but U.S. Bank National Association is not. U.S. Bank National Association is a national bank and is therefore exempt from state registration requirements.

6.4 NONDISCRIMINATION

No individual shall be excluded from participation in, denied the benefit of, subjected to discrimination under, or denied employment in the administration of or in connection with this Contract because of age, sex, race, color, religion, creed, marital status, familial status, sexual orientation including gender expression or gender identity, national origin, honorably discharged veteran or military status, the presence of any sensory, mental or physical disability, or use of a service animal by a person with disabilities. The Contractor agrees to comply with, ~~and to require that all subcontractors comply with,~~ Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, as applicable to the Contractor.

U.S. Bank – Insurance Review

DAVID A. CONDON
MAYOR



CITY OF SPOKANE -
PURCHASING
808 W. Spokane Falls Blvd.
Spokane, Washington 99201-
3316
(509) 625-6400

REQUEST FOR PROPOSALS

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**City of Spokane - Purchasing
4TH Floor, City Hall
808 W. Spokane Falls Blvd.
Spokane WA 99201-3316**

Purchasing

6.6 INSURANCE COVERAGE

During the term of the contract, the Firm shall maintain in force at its own expense, each insurance coverage noted below:

- A. Workers' Compensation Insurance in compliance with RCW 51.12.020, which requires subject employers to provide workers' compensation coverage for all their subject workers and Employer's Liability Insurance in the amount of \$1,000,000; and
- B. General Liability Insurance on an occurrence basis, with a combined single limit of not less than \$2,000,000 each occurrence for bodily injury and property damage. It shall include contractual liability coverage for personal and advertising injury for the indemnity provided under this contract. It shall provide that the City, its officers and employees are additional insureds but only with respect to the Firm's services to be provided under this contract; and
- C. Automobile Liability Insurance with a combined single limit, or the equivalent of not less than \$1,000,000 each accident for bodily injury and property damage, including coverage for owned, hired and non-owned vehicles; and
- D. Professional Liability Insurance with a combined single limit of not less than \$10,000,000 aggregate each claim, incident or occurrence. This is to cover damages caused by the error, omission, or negligent acts related to the professional services to be provided under this contract. The coverage must remain in effect for at least three [3] years after the contract is completed.

There shall be no cancellation, material change, reduction of limits or intent not to renew the Workers' Compensation, General Liability, and Automobile Liability insurance coverage(s) without thirtysixty (360) days written notice from the Firm or its insurer(s) to the City.

As evidence of the insurance coverages required by this contract, the Firm shall furnish acceptable insurance certificates to the City at the time it returns the signed contract. The certificate shall specify all of the parties who are additional insured, and include applicable policy endorsements, the thirtysixty (360) day cancellation clause, and the deductible or retention level, as well as policy limits. Insuring companies or entities are subject to City acceptance and must have a rating of A- or higher by A.M. Best. Copies of all applicable endorsements shall be provided. The Firm shall be financially responsible for all pertinent deductibles, self-insured retentions, and/or self-insurance.

Exhibits

Reference

- Washington Public Deposit Protection Commission – Consolidated Report of Condition – 2Q 2016
- U.S. Bank Premier Funds Availability Schedule - Washington
- U.S. Bank Working Capital Engagement – Presentation Deck
- U.S. Bank Cash Letter Services User Guide

On-line Reporting Sample Reports

- SinglePoint Previous Day Reports
 - Previous Day Summary Report (filtered) - 2 pages
 - Previous Day Summary and Detail Report (full) - 9 pages
- SinglePoint Current Day Reports
 - ACH Summary and Detail – 1 page
 - Summary and Detail Report (full) – 7 pages
- SinglePoint DDA Checks Paid Report – 3 pages
- Elavon Sample Reports

Sample Statements

- U.S. Bank Sample Statements
 - Sample Account Analysis Statement Guide
 - Sample U.S. Bank Account Analysis Statement
 - Sample U.S. Bank Checking Account Statement
- Elavon Sample Statements
 - Sample Merchant Billing Statement
 - Sample Merchant Connect Statement Report Views
 - Elavon Chain 06012 Statement
 - Elavon Chain 06013 Statement

Attachments Folder

Additionally, we have provided the following financial information and agreement language in the separate **Attachments Folder** that has been submitted in conjunction with this proposal

- U.S. Bancorp Fact Sheet
- U.S. Bancorp 2015 Annual Financial Report
- U.S. Bank Services Terms and Conditions
- U.S. Bank Depository Services Agreement
- U.S. Bank Master Services Agreement
- Elavon Master Services Agreement and Addenda
- Elavon PCI Attestation of Compliance

Washington Public Deposit Protection Commission

Quarterly Commission Report

U.S. Bank National Association

Legal Name of Bank Depository

425 Walnut Street, Cincinnati, OH 45202

Main Branch Location - Address, City, State

800 Nicollet Mall, BC-MN-H18U

Mailing Address / P.O. Box

Minneapolis, MN 55402-7020

City / State / Zip

Date Submitted: August 04, 2015

Report Ending: June 30, 2016

Status: Final

PUBLIC DEPOSITS

Washington Public Deposits Insured

Standard FDIC Coverage

52,711,732

Reciprocal Washington Certificates of Deposits

0

Total Insured

52,711,732

Washington Public Deposits Uninsured

1,262,210,569

Total Washington Public Deposits

1,314,922,301

ADDITIONAL FINANCIAL INFORMATION

Four-Quarter Average

Report Date

Deposits Reported

Uninsured

06/30/2016

1,262,210,569

Uninsured

03/31/2016

1,322,898,984

Uninsured

12/31/2015

1,138,683,747

Uninsured

09/30/2015

1,210,742,144

Total Reported

4,934,535,444

Four-Quarter Average

1,233,633,861

MAXIMUM LIABILITY

Maximum Liability is the greater of 10% of WA Public Deposits (Uninsured) or 10% of Four-Quarter Average, or the greater of 25% of WA Public Deposits (Uninsured) or 25% of Four-Quarter Average.

Maximum Liability 10%

126,221,057

Maximum Liability 25%

315,552,643

Note: Amounts your institution can be assessed in the event any public depository fails as defined by RCW 39.58.010(6). These amounts will be used as one of the factors to determine collateral levels to be maintained and will not change until the next original quarterly report is received in our office.

BANK EQUITY CAPITAL

Perpetual Preferred Stock and Related Surplus

0

Common Stock

18,200,000

Surplus (exclude surplus related to preferred stock)

14,266,915,000

Retained Earnings

30,357,804,000

Accumulated Other Comprehensive Income

-308,441,000

Other Bank Equity Capital Components

0

Subtotal Bank Equity Capital

44,334,478,000

Plus Subordinated Notes and Debentures

3,800,000,000

Total Bank Equity Capital at Quarter End

48,134,478,000

Washington Proportional Bank Equity Capital

Deposits - Washington State

14,847,742,893

Deposits - All Locations

298,334,516,000

Washington Proportional Bank Equity Capital

2,395,593,924

MINIMUM FINANCIAL STANDARDS

Tier 1 Leverage Ratio	8.63%
Tier 1 Risk-Based Capital Ratio	10.33%
Total Risk-Based Capital Ratio	12.55%

NONPERFORMING ASSETS

90 Days and Accruing	3,346,028,000	
Nonaccrual	1,394,818,000	
Other Real Estate Owned	262,985,000	
Total Nonperforming Assets		5,003,831,000

Total Assets at Quarter End	433,462,707,000
-----------------------------	-----------------

FHLB Advances (remaining maturity one year or less)	4,544,555,000	
FHLB Advances (remaining maturity more than one year)	7,788,775,000	
Total FHLB Advances		12,333,330,000

Total Loans	271,207,496,000	
Total Deposits	298,344,516,000	
Total Loans to Total Deposits Ratio		90.90%

Securities Pledged to Others at Quarter End	10,399,611,577	
Securities Unpledged at Quarter End	98,959,209,943	
Collateral Grid Market Value	1,800,000,000	
Total Securities at Quarter End		111,158,821,520

DEPOSIT LIMITATION

Deposit Limitation is the lesser of 150% of WA Proportional Bank Equity Capital or 30% of Total Public Deposits of Washington State.

150% of WA Proportional Bank Equity Capital	3,593,390,886	
30% of Total Public Deposits of Washington State	1,725,572,585	
Deposit Limitation		1,725,572,585

COLLATERAL ADEQUACY

Maximum Liability 10%	126,221,057	
Washington Public Deposits Uninsured	1,262,210,569	

Collateral Grid Market Value	1,800,000,000	
Less Greater of Max. Liab. or 100% WA Pub. Dep. Uninsured	1,262,210,569	
Equals Collateral Grid Market Value Greater Than (Less Than) Required		537,789,431

Percentage of Collateral Grid Market Value to:

Maximum Liability	1426%
Washington Public Deposits Uninsured	143%

Note: If the "Collateral Grid Market Value Greater Than (Less Than) Requirement" is negative, additional collateral must be pledged immediately.
It is a depository's responsibility to monitor its public deposits on a daily basis.

Note: RCW 39.58.103 requires that a public depository notify the Commission in writing within forty-eight hours, or by close of business the next business day thereafter, of an event which causes its net worth to be reduced by an amount greater than ten percent of the net worth on the most recent report submitted pursuant to RCW 39.58.100.

SECURITIES PLEDGED to WASHINGTON PUBLIC DEPOSITS as of the Period Ending Date**Collateral Grid:**

CUSIP	Description	Interest	Maturity Date	Original Par Value	Current Face Value	Market Value	Pledged Date
FHLBLOC64	FHLB CIN - LOC #519720	0.000%	10/03/2016	1,800,000,000	1,800,000,000	1,800,000,000	04/01/2016
Total Collateral:				1,800,000,000.00		1,800,000,000.00	
					1,800,000,000.00		

ADDITIONAL SECURITIES PLEDGED to Washington Public Deposits after Period Ending Date:**Additional Grid:**

CUSIP	Description	Interest	Maturity Date	Original Par Value	* Current Face Value	Market Value	Pledged Date
Total Additional:							

** Please provide current face value only for securities with monthly paydowns of principal.*



221 East Fourth Street
Suite 600
Cincinnati, OH 45202
T (513) 852-7500
F (513) 852-7655
www.fhlbcin.com

Issue Date: April 1, 2016

LOC No.: 519720

Beneficiary: State of Washington Public Deposit Protection Commission
Office of the State Treasurer
1110 Capital Way South, Capital Court Bldg., Room 260
Olympia, WA 98504-0000

Ladies and Gentlemen:

For the account of U S BANK NATIONAL ASSOCIATION, CINCINNATI, OH, we hereby authorize you to draw on us at sight up to an amount of \$1,800,000,000.00.

This letter of credit is irrevocable, unconditional and nontransferrable.

Drafts drawn under this letter of credit must be accompanied by the original letter of credit and be presented in substantially the form attached as Exhibit A, at the office identified below by an authorized officer of the beneficiary no later than 2:00 P.M., Cincinnati time, on Monday, October 03, 2016.

This letter of credit sets forth in full the terms of our obligations to you, and such undertaking shall not in any way be modified or amplified by any agreement in which this letter is referred to or to which this letter of credit relates, and any such reference shall not be deemed to incorporate herein by reference any agreement.

We engage with you that multiple drafts drawn under and in compliance with the terms of this letter of credit will be duly honored at the Credit Department of the Federal Home Loan Bank of Cincinnati, 221 East Fourth Street, Cincinnati, Ohio 45202.

This letter of credit is subject to the Uniform Customs and Practice for Documentary Credits (2007 Revision), International Chamber of Commerce Publication 600.

Sincerely,

Jeff Berryman
Vice President

Lisa Wishart
Credit Operations Officer

c: Robert Mensch
U S BANK NATIONAL ASSOCIATION

Premier Availability Schedule Washington



All of  serving you[®]

(Rev: 02/10)
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Washington PREMIER AVAILABILITY SCHEDULE

Schedule Notes

1. City, Regional, and Country designations are consistent with those established by the Federal Reserve.
2. Every day, except Saturday, Sunday and federal holidays, is considered a business day.
3. Deposits are considered received if they are made on a business day before the Bank's ledger credit cutoff. Deposits made on other days or after the ledger credit deadline will be considered to be received on the next business day. Deposits made through a night depository will be credited the next business day.
4. All times on the schedule are local to the deposit location.
5. Deadlines assume delivery to a U.S. Bank Check Processing Center and apply to properly prepared and encoded items. Check Processing Center addresses are listed at the end of these schedule notes.
6. Deposits containing cash will not be accepted at the check processing centers.
7. Non-encoded and unbatched deposits may be delivered directly to the check processing centers if arrangements are made in advance of the first deposit. The deadline for these deposits is at least one hour prior to the stated deadline.
8. Items unable to be machine processed will be assigned one additional business day.
9. U.S. Bank Controlled Disbursement checks will be assigned one day float.
10. Canadian items will be assigned four business days of float.
11. Deposited items returned will be assigned one business day of float.
12. Return items automatically re-deposited will be assigned up to four additional days of float.
13. Availability may be deferred one day on select "Payable Through" and "Clearing House Funds" drafts.
14. Non-local endpoints may be subject to fractional float adjustments.
15. "Qualified" or "Raw" return items deposited at the check processing centers after the local Bank ledger cutoff are considered to be received the next business day. Non-local qualified return items deposited may be assigned additional days of float.
16. Any check item over \$99,999,999.99 may be handled as a collection item. Customer credit and availability will be deferred accordingly.
17. This schedule is subject to change without notice.

Check Processing Centers

State	Processing Center	Address
California	La Mirada Processing Center	16420 Valley View Avenue La Mirada, CA 90638
	Redwood City Processing Center	2225 Spring Street Redwood City, CA 94063
Colorado	Denver Processing Center	3550 Rockmont Drive Denver, CO 80202
Illinois	Midway Processing Center	5300 S. Cicero Avenue Chicago, IL 60638
Minnesota	St. Paul Processing Center	1200 Energy Park Drive St. Paul, MN 55108
Missouri	St. Louis Processing Center	1005 Convention Plaza St. Louis, MO 63101
Montana	Helena Processing Center	302 N. Last Chance Gulch Helena, MT 59601
Nebraska	Omaha Processing Center	1700 Farnam Street Omaha, NE 68102
Ohio	Lunken Processing Center	5065 Wooster Pike Cincinnati, OH 45226
Oregon	Columbia Processing Center	17650 NE Sandy Boulevard Portland, OR 97230-5000
Wisconsin	Milwaukee Processing Center	777 East Wisconsin Avenue Milwaukee, WI 53202



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
0110, 2110	Boston	City	1	12:00 PM
0111, 2111	Windsor Locks	Regional	2	eod
0112, 2112	Boston	Regional	2	eod
0113, 2113	Boston	Regional	2	eod
0114, 2114	Boston	Regional	2	eod
0115, 2115	Boston	Regional	2	eod
0116, 2116	Windsor Locks	Regional	2	eod
0117, 2117	Windsor Locks	Regional	2	eod
0118, 2118	Windsor Locks	Regional	2	eod
0119, 2119	Windsor Locks	Regional	2	eod
Selects RTs	First Federal Reserve District	City/Regional	1	9:30 AM
0210, 2210	East Rutherford	City	1	12:00 PM
0211, 2211	Windsor Locks	Regional	2	eod
0212, 2212	East Rutherford	Regional	2	eod
0213, 2213	Utica	Regional	2	eod
0214, 2214	East Rutherford	Regional	2	eod
0215, 2215	East Rutherford	Country	2	eod
0216, 2216	East Rutherford	Country	2	eod
0219, 2219	East Rutherford	Regional	2	eod
0220, 2220	Utica	City	1	12:00 PM
0223, 2223	Utica	Regional	2	eod
0260, 2260	East Rutherford	City	1	12:00 PM
0280, 2280	East Rutherford	City	1	12:00 PM
Selects RTs	Second Federal Reserve District	City/Regional	1	9:30 AM
0310, 2310	Philadelphia	City	1	12:00 PM
0311, 2311	Philadelphia	Regional	2	eod
0312, 2312	Philadelphia	Regional	2	eod
0313, 2313	Philadelphia	Regional	2	eod
0319, 2319	Philadelphia	Regional	2	eod
0360, 2360	Philadelphia	City	1	12:00 PM
Selects RTs	Third Federal Reserve District	City/Regional	1	9:30 AM
0410, 2410	Cleveland	City	1	12:00 PM
0412, 2412	Cleveland	Regional	2	eod
0420, 2420	Cincinnati	City	1	12:00 PM
0421, 2421	Cincinnati	Regional	2	eod
0422, 2422	Cincinnati	Regional	2	eod
0423, 2423	Cincinnati	Regional	2	eod
0430, 2430	Pittsburgh	City	1	12:00 PM



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
0432, 2432	Pittsburgh	Regional	2	eod
0433, 2433	Pittsburgh	Regional	2	eod
0434, 2434	Pittsburgh	Regional	2	eod
0440, 2440	Columbus	City	1	12:00 PM
0441, 2441	Columbus	Regional	2	eod
0442, 2442	Columbus	Regional	2	eod
Selects RTs	Fourth Federal Reserve District	City/Regional	1	9:30 AM
0510, 2510	Richmond	City	1	12:00 PM
0514, 2514	Richmond	Regional	2	eod
0515, 2515	Charleston	Regional	2	eod
0519, 2519	Charleston	City	1	12:00 PM
0520, 2520	Baltimore	City	1	12:00 PM
0521, 2521	Baltimore	Regional	2	eod
0522, 2522	Baltimore	Regional	2	eod
0530, 2530	Charlotte	City	1	12:00 PM
0531, 2531	Charlotte	Regional	2	eod
0532, 2532	Columbia	Regional	2	eod
0539, 2539	Columbia	City	1	12:00 PM
0540, 2540	Baltimore	Regional	2	eod
0550, 2550	Baltimore	Regional	2	eod
0560, 2560	Baltimore	Regional	2	eod
0570, 2570	Baltimore	Regional	2	eod
Selects RTs	Fifth Federal Reserve District	City/Regional	1	9:30 AM
0610, 2610	Atlanta	City	1	12:00 PM
0611, 2611	Atlanta	Regional	2	eod
0612, 2612	Atlanta	Regional	2	eod
0613, 2613	Atlanta	Regional	2	eod
0620, 2620	Birmingham	City	1	12:00 PM
0621, 2621	Birmingham	Regional	2	eod
0622, 2622	Birmingham	Regional	2	eod
0630, 2630	Jacksonville	City	1	12:00 PM
0631, 2631	Jacksonville	Regional	2	eod
0632, 2632	Jacksonville	Regional	2	eod
0640, 2640	Nashville	City	1	12:00 PM
0641, 2641	Nashville	Regional	2	eod
0642, 2642	Nashville	Regional	2	eod
0650, 2650	New Orleans	City	1	12:00 PM
0651, 2651	New Orleans	Regional	2	eod



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
0652, 2652	New Orleans	Regional	2	eod
0653, 2653	New Orleans	Regional	2	eod
0654, 2654	New Orleans	Regional	2	eod
0655, 2655	New Orleans	Regional	2	eod
0660, 2660	Miami	City	1	12:00 PM
0670, 2670	Miami	Regional	2	eod
Selects RTs	Sixth Federal Reserve District	City/Regional	1	9:30 AM
0710, 2710	Chicago	City	1	1:15 PM
0711, 2711	Peoria	Regional	2	eod
0712, 2712	Chicago	Regional	2	eod
0719, 2719	Chicago	Regional	2	eod
0720, 2720	Detroit	City	1	12:00 PM
0724, 2724	Detroit	Regional	2	eod
0730, 2730	Des Moines	City	1	12:00 PM
0739, 2739	Des Moines	Regional	2	eod
0740, 2740	Indianapolis	City	1	12:00 PM
0749, 2749	Indianapolis	Regional	2	eod
0750, 2750	Milwaukee	City	1	12:00 PM
0759, 2759	Milwaukee	Regional	2	eod
Selects RTs	Seventh Federal Reserve District	City/Regional	1	9:30 AM
0810, 2810	St Louis	City	1	12:00 PM
0812, 2812	St Louis	Regional	2	eod
0813, 2813	Louisville	Regional	2	eod
0815, 2815	St Louis	Regional	2	eod
0819, 2819	St Louis	Regional	2	eod
0820, 2820	Little Rock	City	1	12:00 PM
0829, 2829	Little Rock	Regional	2	eod
0830, 2830	Louisville	City	1	12:00 PM
0839, 2839	Louisville	Regional	2	eod
0840, 2840	Memphis	City	1	12:00 PM
0841, 2841	Memphis	Regional	2	eod
0842, 2842	Memphis	Regional	2	eod
0843, 2843	Memphis	Regional	2	eod
0863, 2863	Louisville	Regional	2	eod
0865, 2865	St Louis	Regional	2	eod
Selects RTs	Eighth Federal Reserve District	City/Regional	1	9:30 AM
0910, 2910	Minneapolis	City	1	12:00 PM
0911, 2911	Minneapolis	Country	2	eod



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
0912, 2912	Minneapolis	Country	2	eod
0913, 2913	Minneapolis	Country	2	eod
0914, 2914	Minneapolis	Country	2	eod
0915, 2915	Minneapolis	Country	2	eod
0918, 2918	Minneapolis	Regional	2	eod
0919, 2919	Minneapolis	Regional	2	eod
0920, 2920	Helena	City	1	12:00 PM
0921, 2921	Helena	Regional	2	eod
0929, 2929	Helena	Regional	2	eod
0960, 2960	Minneapolis	City	1	12:00 PM
Selects RTs	Ninth Federal Reserve District	Regional	1	9:30 AM
1010, 3010	Kansas City	City	1	12:00 PM
1011, 3011	Kansas City	Country	2	eod
1012, 3012	Kansas City	Country	2	eod
1019, 3019	Kansas City	Country	2	eod
1020, 3020	Denver	City	1	1:15 PM
1021, 3021	Denver	Country	2	eod
1022, 3022	Denver	Country	2	eod
1023, 3023	Denver	Country	2	eod
1030, 3030	Oklahoma City	City	1	12:00 PM
1031, 3031	Oklahoma City	Country	2	eod
1039, 3039	Oklahoma City	Regional	2	eod
1040, 3040	Omaha	City	1	1:15 PM
1041, 3041	Omaha	Country	2	eod
1049, 3049	Omaha	Regional	2	eod
1070, 3070	Denver	Regional	2	eod
Selects RTs	Tenth Federal Reserve District	City/Country	1	9:30 AM
1110, 3110	Dallas	City	1	1:15 PM
1111, 3111	Dallas	Regional	2	eod
1113, 3113	Dallas	Country	2	eod
1119, 3119	Dallas	Regional	2	eod
1120, 3120	El Paso	City	1	1:15 PM
1122, 3122	El Paso	Regional	2	eod
1123, 3123	El Paso	Regional	2	eod
1130, 3130	Houston	City	1	1:15 PM
1131, 3131	Houston	Regional	2	eod
1140, 3140	San Antonio	City	1	1:15 PM
1149, 3149	San Antonio	Regional	2	eod



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
1163, 3163	El Paso	Regional	2	eod
Selects RTs	Eleventh Federal Reserve District	City/Regional	1	9:30 AM
1210, 3210	San Francisco	City	1	eod
1211, 3211	San Francisco	Regional	1	8:00 PM
1212, 3212	San Francisco	Regional	1	8:00 PM
1213, 3213	San Francisco	Regional	1	8:00 PM
1214, 3214	San Francisco	Country	2	eod
1220, 3220	Los Angeles	City	1	eod
1221, 3221	Los Angeles	Regional	1	8:00 PM
1222, 3222	Los Angeles	Regional	1	8:00 PM
1223, 3223	Los Angeles	City	1	10:00 PM
1224, 3224	Los Angeles	Regional	1	8:00 PM
1230, 3230	Portland	City	0	3:00 AM
1231, 3231	Portland	Regional	1	eod
1232, 3232	Portland	Regional	1	eod
1233, 3233	Portland	Regional	1	eod
1240, 3240	Salt Lake City	City	1	eod
1241, 3241	Salt Lake City	Regional	1	8:00 PM
1242, 3242	Salt Lake City	Regional	1	8:00 PM
1243, 3243	Salt Lake City	Regional	1	8:00 PM
1250, 3250	Seattle	City	0	3:00 AM
1251, 3251	Seattle	Regional	1	eod
1252, 3252	Seattle	Regional	1	eod
Selects RTs	Twelfth Federal Reserve District	City/Regional	0	2:00 AM
Selects RTs	Northwest	Select RTs	0	9:30 AM
0000-0051	Treasury Checks	US Gov't	1	eod
0000-0119	Postal Money Orders	PMO's	1	eod
0000-0800	Postal Money Orders	PMO's	1	eod
0000-9000	U. S. Savings Bonds	US Gov't	1	eod
8000-0001	Bank of America	Traveler's Checks	1	eod
8000-0002	First National, Chicago	Traveler's Checks	1	12:00 PM
8000-0005	American Express	Traveler's Checks	1	12:00 PM
8000-0006	Thomas Cook, NY	Traveler's Checks	1	12:00 PM
8000-0008	Citibank, NY	Traveler's Checks	1	12:00 PM
8000-0010	Interpayment Svcs. (Barclays, NY)	Traveler's Checks	1	12:00 PM
8000-0011	MasterCard International, NY (Chase)	Traveler's Checks	1	12:00 PM
8000-0013	Arab Banking Corp, NY	Traveler's Checks	1	12:00 PM
0412-0258	US Bank - Cleveland	On-Us	0	eod



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
0420-0001	US Bank - Cincinnati	On-Us	0	eod
0421-0017	US Bank - N. Kentucky	On-Us	0	eod
0640-0005	US Bank - Nashville	On-Us	0	eod
0641-0157	US Bank - Nashville	On-Us	0	eod
0710-0052	US Bank - Illinois	On-Us	0	eod
0710-0104	US Bank - Illinois	On-Us	0	eod
0710-0116	US Bank - Illinois	On-Us	0	eod
0710-0420	US Bank - Illinois	On-Us	0	eod
0710-0424	US Bank - Illinois	On-Us	0	eod
0710-0433	US Bank - Illinois	On-Us	0	eod
0710-0438	US Bank - Illinois	On-Us	0	eod
0719-0477	US Bank - Illinois	On-Us	0	eod
0719-2055	US Bank - Illinois	On-Us	0	eod
0719-2611	US Bank - Illinois	On-Us	0	eod
0730-0054	US Bank - Iowa	On-Us	0	eod
0749-0078	US Bank - Indiana	On-Us	0	eod
0750-0002	US Bank - Wisconsin	On-Us	0	eod
0750-0010	US Bank - Wisconsin	On-Us	0	eod
0759-0046	US Bank - Wisconsin	On-Us	0	eod
0810-0021	US Bank - Missouri	On-Us	0	eod
0812-0275	US Bank - Illinois	On-Us	0	eod
0812-2570	US Bank - Illinois	On-Us	0	eod
0820-0054	US Bank - Arkansas	On-Us	0	eod
0839-0036	US Bank - W Kentucky	On-Us	0	eod
0839-0073	US Bank - W Kentucky	On-Us	0	eod
0910-0002	US Bank - Minnesota	On-Us	0	eod
0910-1522	US Bank - Minnesota	On-Us	0	eod
0913-0002	US Bank - North Dakota	On-Us	0	eod
0914-0850	US Bank - South Dakota	On-Us	0	eod
0929-0038	US Bank - Montana	On-Us	0	eod
0929-0298	US Bank - Montana	On-Us	0	eod
1010-0018	US Bank - Kansas	On-Us	0	eod
1012-0045	US Bank - Missouri	On-Us	0	eod
1020-0002	US Bank - Colorado	On-Us	0	eod
1021-0311	US Bank - Colorado	On-Us	0	eod
1040-0002	US Bank - Nebraska	On-Us	0	eod
1070-0145	US Bank - New Mexico	On-Us	0	eod
1070-0231	US Bank - New Mexico	On-Us	0	eod



Washington PREMIER AVAILABILITY SCHEDULE

As of January 2014

Supplemental ABA listing available upon request

FRD- ABA Routing Number	Federal Reserve District	Item Type	Float	Time
1211-2267	US Bank - Northern California	On-Us	0	eod
1212-0165	US Bank - Nevada	On-Us	0	eod
1212-0169	US Bank - Nevada	On-Us	0	eod
1220-3844	US Bank - Southern California	On-Us	0	eod
1221-0515	US Bank - Arizona	On-Us	0	eod
1221-8716	US Bank - Southern California	On-Us	0	eod
1222-3582	US Bank - Southern California	On-Us	0	eod
1222-3868	US Bank - Southern California	On-Us	0	eod
1224-0178	US Bank - Arizona	On-Us	0	eod
1230-0022	US Bank - Oregon	On-Us	0	eod
1230-0084	US Bank - National	On-Us	0	eod
1231-0372	US Bank - Idaho	On-Us	0	eod
1241-0376	US Bank - Idaho	On-Us	0	eod
1243-0215	US Bank - Utah	On-Us	0	eod
1250-0010	US Bank - Washington	On-Us	0	eod
2710-7056	US Bank - Illinois	On-Us	0	eod
2710-7134	US Bank - Illinois	On-Us	0	eod
2719-7147	US Bank - Illinois	On-Us	0	eod
2719-7153	US Bank - Illinois	On-Us	0	eod
2719-7271	US Bank - Illinois	On-Us	0	eod
2719-7378	US Bank - Illinois	On-Us	0	eod
2739-7051	US Bank - Iowa	On-Us	0	eod
2929-7076	US Bank - Montana	On-Us	0	eod
3070-7011	US Bank - Wyoming	On-Us	0	eod
3122-7037	US Bank - New Mexico	On-Us	0	eod
3210-7022	US Bank - Northern California	On-Us	0	eod
3211-8066	US Bank - Northern California	On-Us	0	eod
3222-7035	US Bank - Southern California	On-Us	0	eod
3222-7036	US Bank - Southern California	On-Us	0	eod
3222-7046	US Bank - Southern California	On-Us	0	eod
3222-7049	US Bank - Southern California	On-Us	0	eod
3222-8489	US Bank - Southern California	On-Us	0	eod
3222-8584	US Bank - Southern California	On-Us	0	eod



Cynthia MacGeagh, Treasury Management Consultant

Gail Heinselman, Relationship Manager

Jon Madsen, Working Capital Consultant

Gordon Brooks, Technical Sales Consultant

Leslie Massey, CPS Sales Manager

Cheryl Mielnicki, CPS Relationship Manager

May 12, 2016

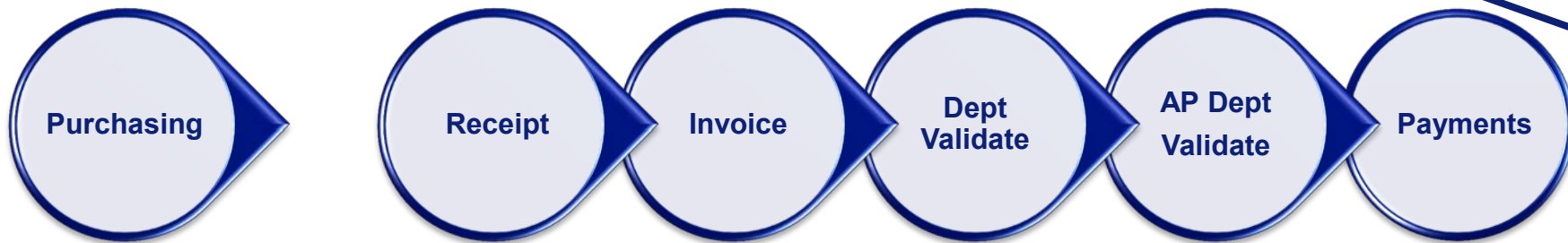
Agenda

- I. Introduction
- II. Payables Map Summary
- III. Payables Recommendations
- IV. Receivables Map Summary
- V. Receivables Recommendations
- VI. Product Specific Conversations
 - a. VantagePoint
 - b. Wholesale Scannable Lockbox
 - c. E-Payables
- VII. Next Steps



Payables

Payables Process



- General:
- ✓ Decentralized (Each Dept) and then processed Centrally
 - ✓ PO, Non PO, or Contract
 - ✓ Process Differs:
 - Travel
 - Goods
 - Contract
 - ✓ Gen'l Items
 - Multi-Dept?
 - 3 Quotes >\$5K
 - Online Approval Matrix (\$, not contracts)

- Multi-Dept: Value Blanket (VB)
 - Purchasing
 - Ceiling Spend
 - RFP - City Council Approved
- Dept Req varies:
 - Email or Verbal approval
 - Dept Order (DO) entered in ERP (PO)
 - E-Approved (defined System approvers)
 - >\$5K printed and given to Buyer to send to Vendor (<\$5K Verbal DO)
 - Depts use same process to pull from VB

- ✓ Decentralized
- ✓ Varies by Dept
 - Clerks on-site?
- ✓ VB – get the product & bring back “ticket” signed by driver – receipt of product

- ✓ MOST Invoices Rec'd Decentral
- ✓ Mail or email (print)
- ✓ VB – addressed to Dept; Master & Sub Accts.
 - Vendor draws down with “ticket.”
 - Invoice includes each ticket and matched to tickets received via drivers in field

- ✓ Manual. Send invoice to Dept via email.. OK to pay? Scan to FMS AND hand paper to AP
- ✓ Do not short pay – will ask for new invoice
- ✓ 3-Way Match invoice/Receipt with VB/DO (inconsistent)
- ✓ Get RR (Release the DO)
- ✓ Enter invoice info to ERP
- ✓ No add'l Approvals

- ✓ Receive Paper (Rachel) and key into AP module
 - Invoice # and date and pull into batch (RR)
 - Match Total, Tax, Freight
 - Verify figures and hand to Supervisor (Leonard) for Review to actual invoice
 - Multi-Batches
 - To Chief-Acct for review per RCW Audit requirement.
 - 3000 Invoices/mo

- ✓ Back to Leonard
- ✓ Create Batches every day
 - “Always done it that way.”
 - Pymts due or needed
 - Workman's Comp on Wed & Thurs
 - Friday Payday
 - Less than daily is huge burden due to manual and time (20minutes to 2 hours)
- ✓ Approved by Council (weekly after the fact)

Payables Summary



Check

- 1250 per month
- Blank check stock with auto-signature
- Daily check run
- Approximately 200 Payroll checks (10%) – many seasonal and temporary
- Copy check and supporting documentation filed
- Payee Positive Pay
- Cost = \$9.86/check (study conducted)



ACH/EFT

- 1250 per month
- Daily batch
- 90% Direct Deposit Payroll
- Invoices matched to ACH register & file
- Email goes out with remit detail. No ACH appendix



Card

- Pcard** (US Bank)
 - \$5 million current spend
- T & E Card** (BofA)
 - \$600,000 annual spend
 - 100% receipt required



Wire

- 1/month for Excise Tax
- As needed

Payment Summary



Terms

- 65% paid in 30 days
- Net 30
- Lack of Control (Decentralized – only control back end)
- Rachel to Leonard, Chief Acct to Payment (24 hours). Use to have 5 biz days – improved.
- Contract – paying in scope of Contract
- Cash discount offered for some – unable to meet with current process
- Rachel manually reviews for possible discounts upon receipt of paperwork
- Pay right away, no holds - FMS could accommodate – creates issues with batches for daily recons



Goals

- More ACH (much less expensive)
- Electronic Invoices (Contracts w/std pymt)
- Central Intake of Invoices
- Reduce Numerous Process Redundancies
- Scan & Toss (query ability)
- Less keying into FMS – redundancy of data entry
- Outsource Check Printing
- Consistently meet terms
- Capture Discounts
- Eliminate Credit Card Double Pay

Payables Recommendations

Best Practices

50% ACH Usage

Minimal Wires

Opportunities

Create more automation and process efficiency

- Standardize payment process for entire AP rather than by Department.
- Outsource check printing: layer in Payee Positive Pay, Auto Signature and Account Reconciliation
- Explore electronic payroll options to eliminate physical paychecks.

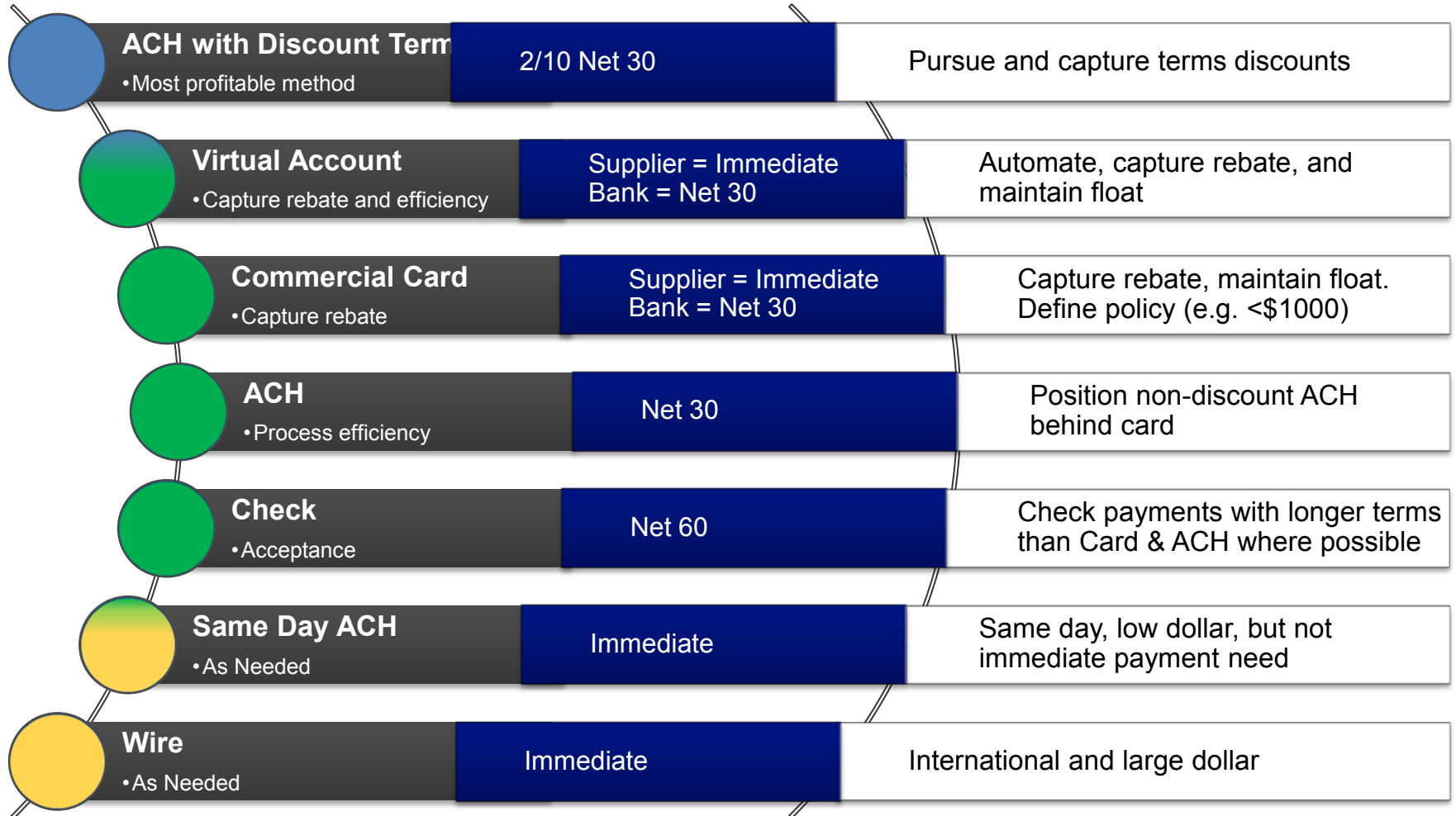
Develop vendor payment strategy

- Present a 'payment menu' to vendors when negotiating or renegotiating payment terms
- Offer one payment type per vendor to eliminate double payments
- Consider cutting checks three times a week versus daily
- Seek contractual discounts as appropriate

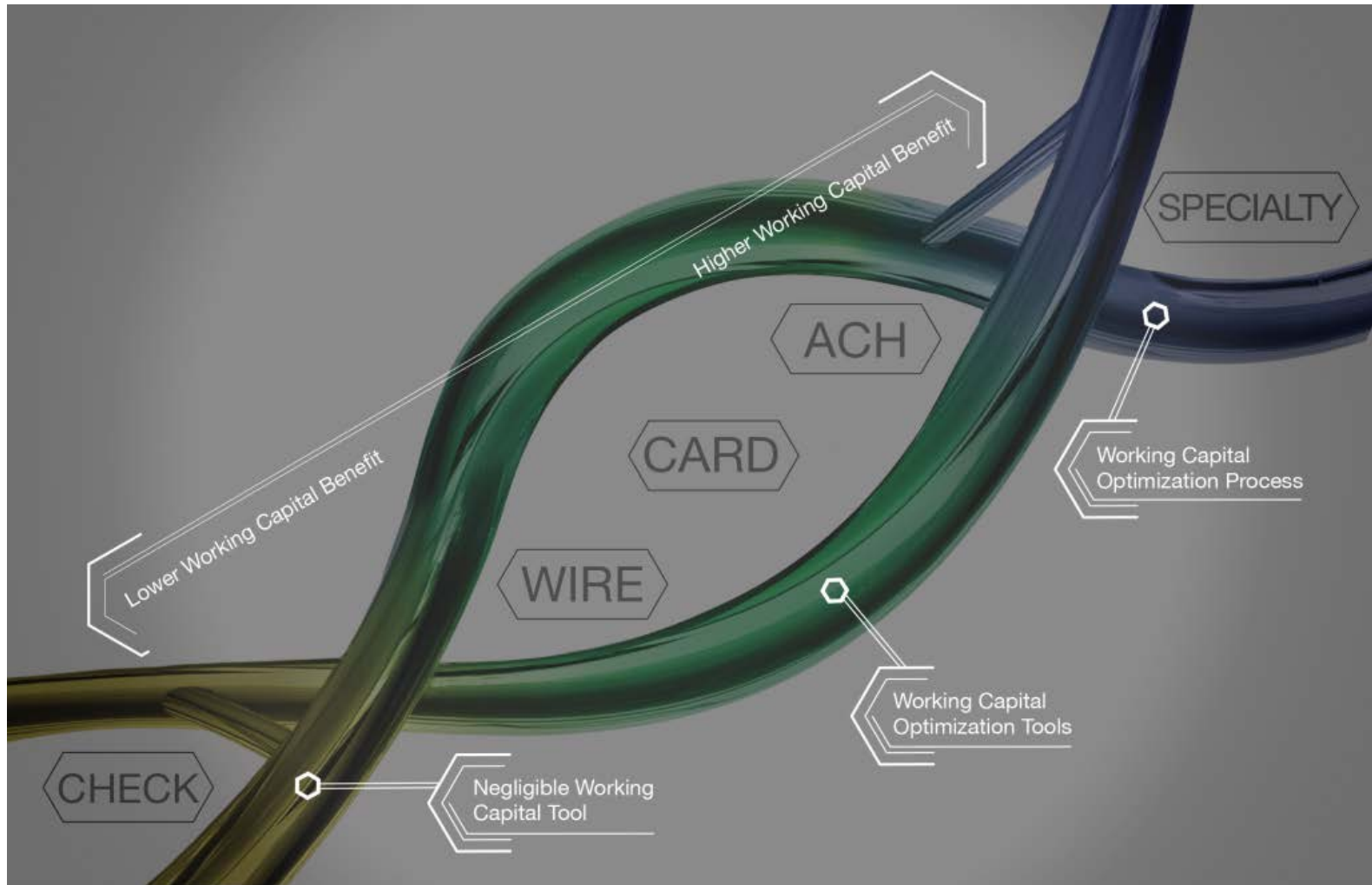
Optimize Commercial Card Program

- Review policies, spend, program usage, online system
- Maximize rebate potential
- Roll out a supplier enrollment campaign to convert suppliers to a virtual card/straight through processing program

Payments Strategy

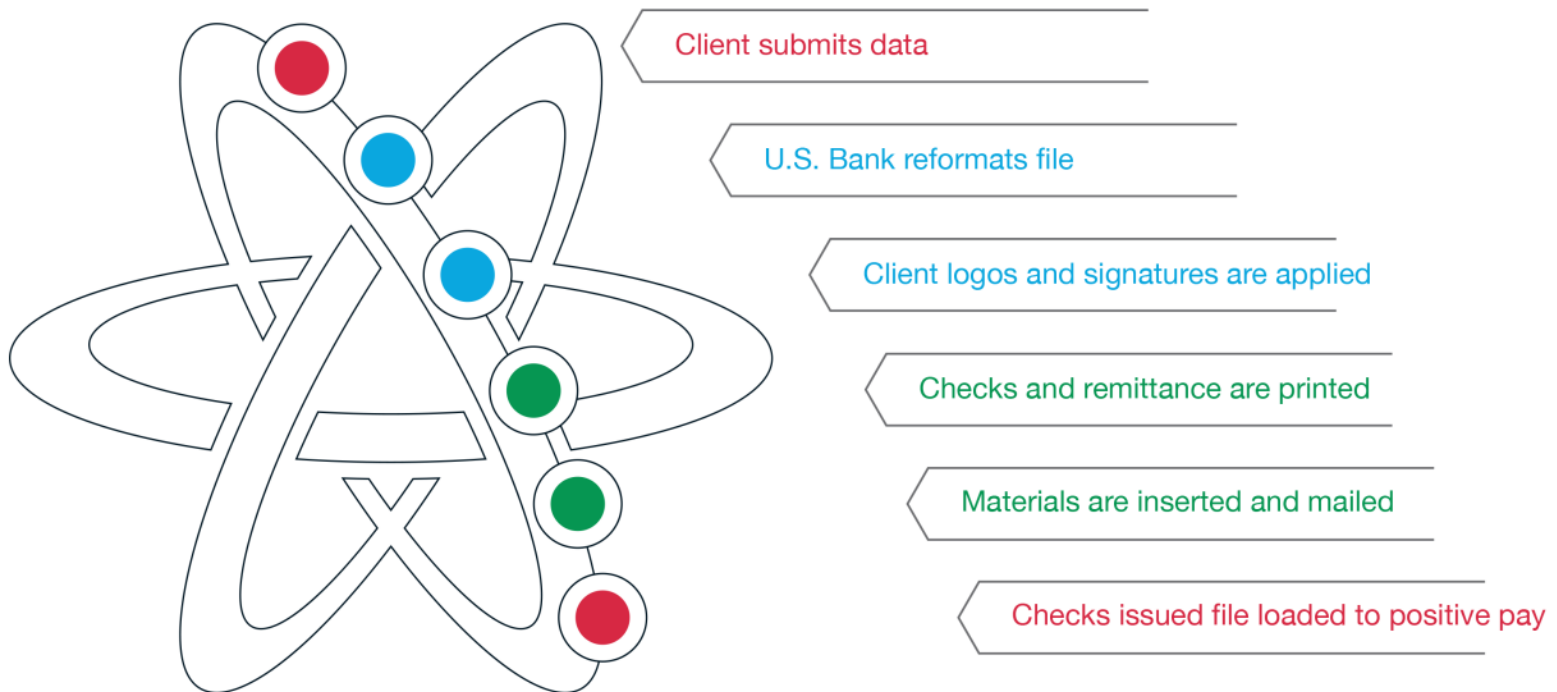


Working Capital Efficiency



Check Payables

An outsourced solution for moderate to large check volumes



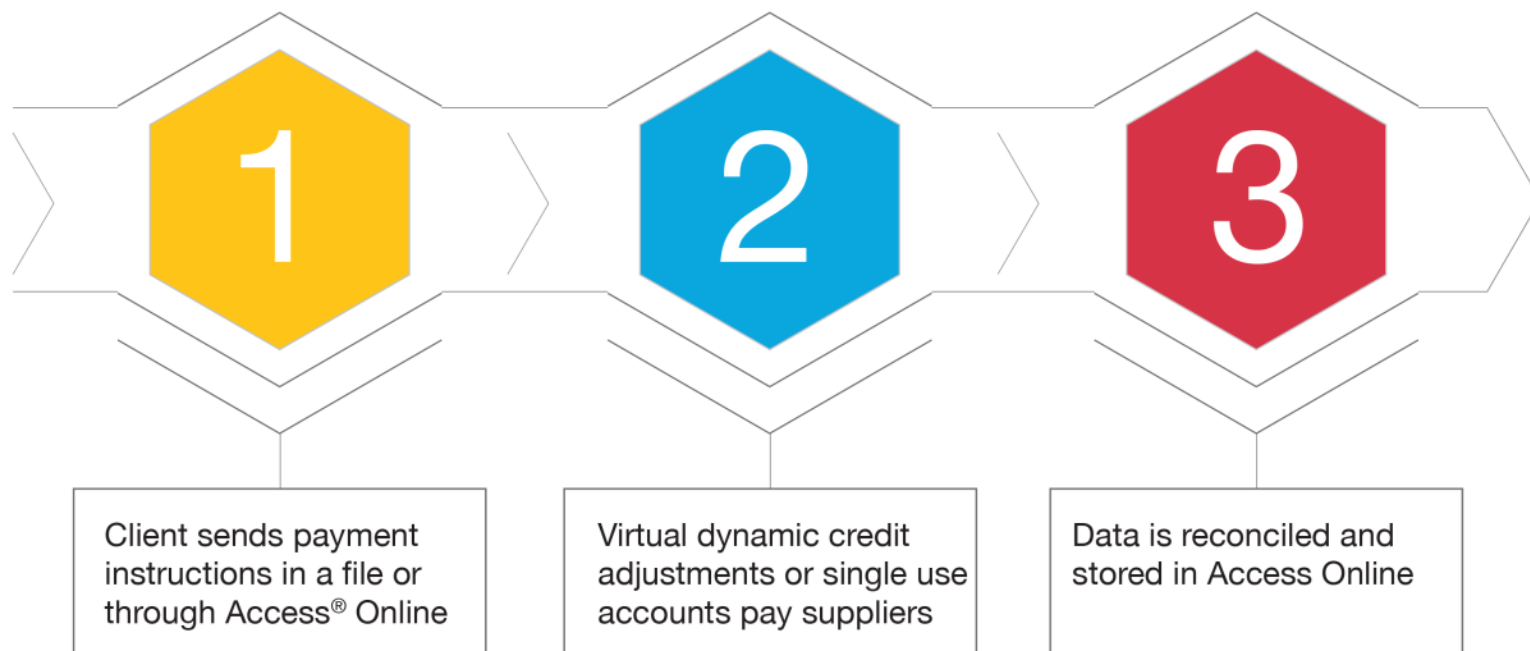
One Card

Combine purchasing and travel into One Card

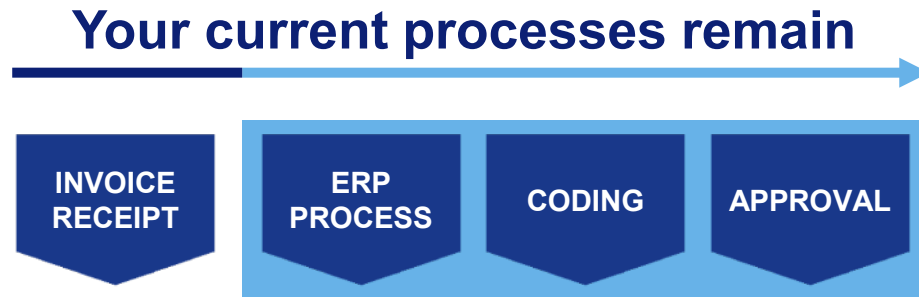


Payment Plus

Extend the power of your card program



Access[®] Online Payment Plus



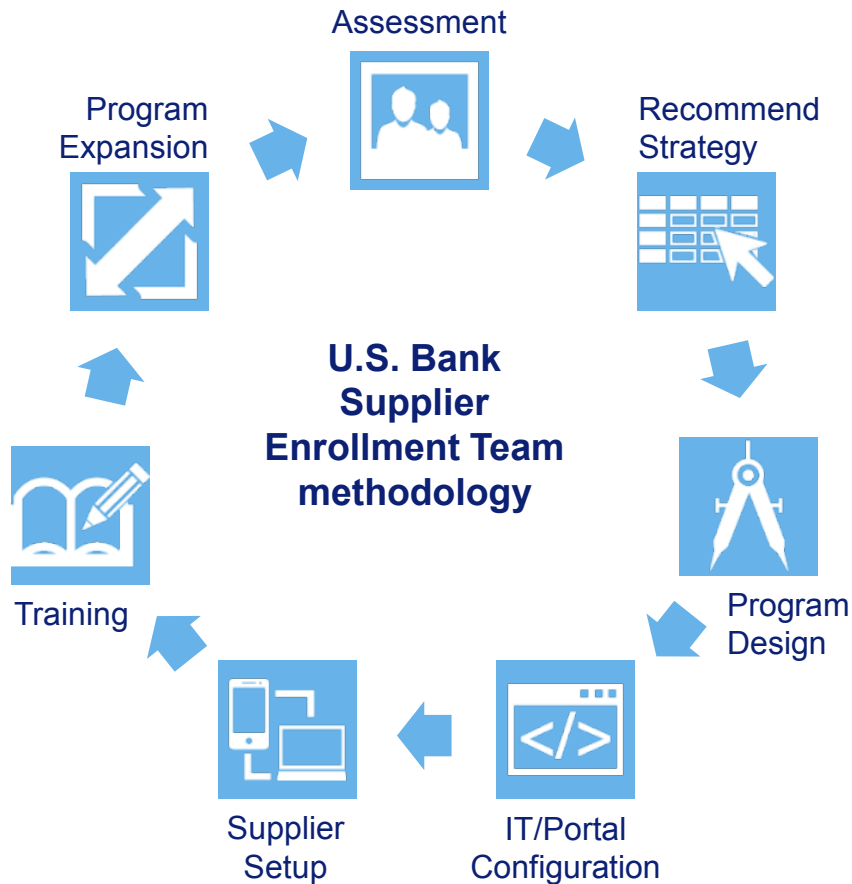
Only the **payment method** changes

Payment Plus Benefits

<u>Buyer</u>	<u>Supplier</u>
Lowers acquisition costs on qualifying spend, due to rebate	Improves cash management by reducing Days Sales Outstanding
Saves time by automating reconciliation process	Eliminates customer credit review
Eliminates check processing costs & fraud risks	Improves cash application process
Increases cash float 15-25 days	Strengthens customer relationships

Supplier Enrollment

U.S. Bank owns and manages the process from beginning to end



Preparation

- Data Collection
- Communication Campaign

Execute

- Supplier Outreach
- Activate Suppliers

Reporting

- Track Progress of Vendors Enrolled
- Track Dollars of Spend Enabled

Supplier Enablement Reporting

Supplier Enablement Summary:

	Total Contracted Suppliers	Enrolled Suppliers	% of Targeted Suppliers
Contracted Pool of Suppliers	284	157	55%

Enablement Status	# Suppliers	% Suppliers	Transaction Count	% Trans Count	\$ Spend	% \$ Spend
Total Targeted Pool	284	100%	-		\$ 130,499,060	
Enabled Suppliers	129	45%	-	-	\$ 36,523,089	28%
Enabled Suppliers - Manual Pymts	28	10%	-	-	\$ 15,792,075	12%
Does Not Qualify / Not Card Accepting	0	0%	-	-	\$ -	0%
Removed / On Hold	1	0%	-	-	\$ 85,770	0%
Recruiting	12	4%	-	-	\$ 4,081,005	3%
Verbal Commitment	0	0%	-	-	\$ -	0%
Drop-Out	0	0%	-	-	\$ -	0%
Buyer Action	114	40%	-	-	\$ 74,017,122	57%

Buyer Action Summary:

Need More Information	15	13%
Declined to Participate	84	74%
No Business with Buyer	0	0%
Question for Buyer	1	1%
Unresponsive	14	12%
Suppliers on Buyer Action	114	

Additional Rebate Opportunity

- 145 Targeted Suppliers
- 10 Million in additional volume = \$160,000 in additional revenue for the City on an annual basis

	Volume	Conservative		Aggressive	
		% Capture	Volume	% Capture	Volume
Payment Plus Acceptors	\$ 7,431,645	60%	\$ 4,458,987	80%	\$ 5,945,316
Good Opportunity	\$ 3,997,590	10%	\$ 399,759	20%	\$ 799,518
Remaining VISA Acceptors	\$ 96,123,897	5%	\$ 4,806,195	10%	\$ 9,612,390
		\$ 9,664,941		\$ 16,357,224	

* If the client is willing to process these payments

Overall VISA Accepting Spend
(Suppliers < \$5 MM) \$ 107,553,131 X 10% = \$ 10,755,313

Transition to U.S. Bank Solutions

This five step process will be used for a seamless transition to U.S. Bank to ensure that implementation goes smoothly and meets your expectations.

Step 1



Discuss Implementation Strategy

- A strategy will be co-designed to meet your needs with a mutually agreeable production timeline.

Step 2



U.S. Bank Implementation Team Assigned

- A Project Lead will be assigned as the main point of contact during the entire onboarding process.

Step 3



Kick-off Meeting

- A meeting will be coordinated with U.S. Bank and your key stakeholders where introductions and future meeting schedules, agendas and timelines will be established.

Step 4



Implementation Begins

- Subject matter experts will be engaged to work with your implementation team throughout the transition.

Step 5



Discovery and Review Meetings

- Meeting will be facilitated throughout the process to ensure strategic targets are met and issues are discussed in real time.

Implementation Timeline Recommendation

Implementation may vary based on your available resources.

Timelines and sequencing will be established during the Implementation Strategy Meeting.

Estimates illustrate typical implementation timeframes.



SinglePoint Check Payables

- Check Printing – 7-10 business days
- Payee Positive Pay - 30 business days



Payment Plus

- 60-90 business days



Supplier Prefer Pay

- 60-90 business days



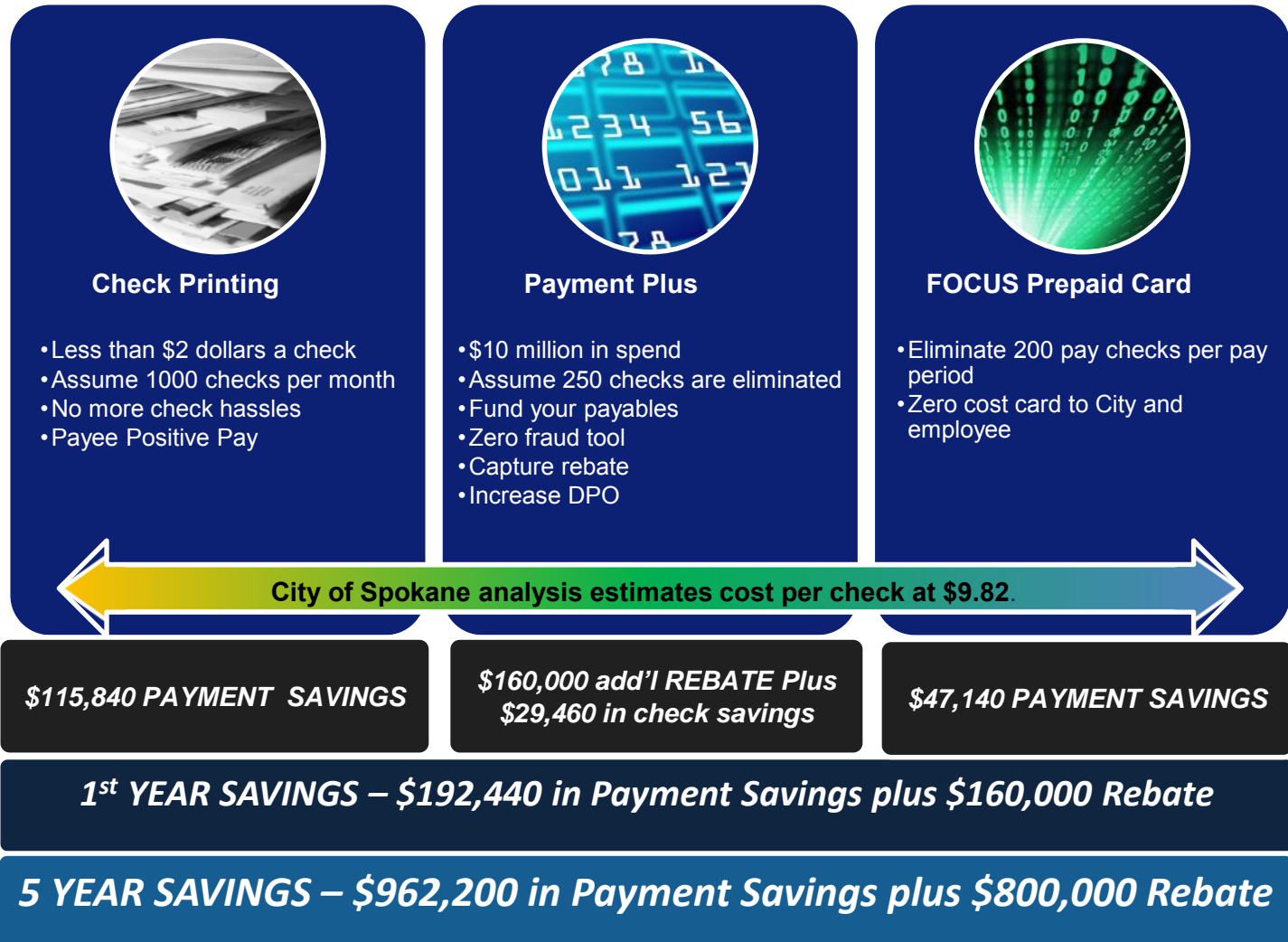
Focus Prepaid Payroll Card

- 3-8 weeks

Working Capital Advantage Strategy: Payments

Combined together, the elements of your A/P processes can be viewed as a working capital optimized model.

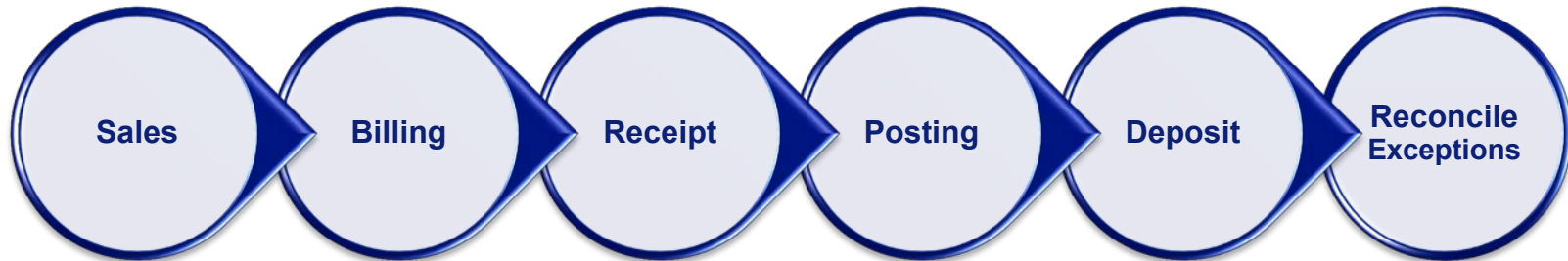
This analysis shows our estimates on how significant hard and soft dollar savings will be realized.





Receivables

Receivables Process



- √ Varies by Department
- √ My Spokane
 - Utilities
 - Water
 - Permits
 - Parks & Recreation
 - Parking Tickets

- √ Varies by Department
 - Paper
 - Opt: Ebill
 - Scan & email
- √ Due 25th day
- √ Age 31st day
 - 2nd Notice following Tuesday

- √ Varies by Department
- √ Receiving Options
 - Online
 - Phone
 - Auto W/D
 - Drop Boxes
 - Pay Stations
 - Mail

- √ Payment Options
 - Check
 - ACH/EFT
 - Cash
 - CC
 - Money Orders

- √ File Review
- √ Process
 - CX Batch: (Cashiers iNova – 1 batch/day)
 - CR Batch: (Megan) Manual data entry
 - Megan Posts to Accts

- √ Individual Accts
- √ RCW REQUIRES deposits to Bank within 24 hours of receipt of funds.
 - City Hall Processing
 - Loomis for Cash
 - Scanner for Checks
 - Golf Courses
 - Deliver to branch system
- √ Sweep Nightly

- RECONCILE**
- √ Previous Day sent to each Dept
 - √ Direct link to G-Treasury

- EXCEPTIONS**
- √ Misapplication of funds

- Past Due / Collections**
- √ No hard & fast rules
 - √ Bill sent out
 - √ Payments should go to Collections
 - AAI
 - VEC
 - √ Sometimes taken at City (NOT Good)

SYSTEMS:

- ❖ FMS
- ❖ GTreasury
- ❖ SymPro
- ❖ iNova
- ❖ Official Payments Corp
- ❖ Duncan Solutions

See Slides 7 & 8 for Details

Methods of Receipt Summary – 1 of 2 slides

Pay Stations

- On Location
 - My Spokane CS Desk, Yokes and Albertsons (dated)
 - Cash, Check, Credit Card

Drop Boxes

- On Location
 - City Hall, Avista, Yokes and Albertsons (dated)
 - Cash, Check, Credit Card

Mail

- Some checks received in mail room, opened and routed to departments for coding

Online Bill Pay

- Initiated by constituents
- Arrives as ACH or check
- Misrouted and Misapplied funds



City Hall Cashiers

- In person/Constituents
 - Cash, Check, Money Orders
- “Internally” by Depts: “Courier” takes to Cashier/ downstairs - sign
 - “Treasury Receipt” created
 - Check, Money Orders
 - Includes Offsets
 - 3 digit transaction code
 - Some keying errors
 - Process
 - Create Daily Receipts File for posting
 - Scan MICR
- Scanners for checks, batching each day
- Everything Couriered via Loomis to Bank – change orders via SinglePoint

Methods of Receipt Summary – 2 of 2 slides



Auto Withdrawals

- Utilities: ACH from checking or savings.
 - Notify Dept > Day after file > Deposit > Post
- **Signed** documentation
- Tuesday following the 10th of each month



Online Payment

- My Spokane
 - Utilities: VISA & MasterCard ONLY
 - Permits: Credit Cards
 - Parking Tickets: Credit Cards Via Duncan Solutions and Pay By Cell App
 - Parks & Recreation Programs: Credit Cards



Golf Courses & Water Department

- On Location (Courier to Bank)
 - Cash, Check, Credit Card



877 Phone

- VISA or Mastercard
- EFT checking or savings



Goals

- ✓ AR Systems that “talk” to each other
- ✓ Better Recon and Research Tools
- ✓ Self-Service Research-ability
- ✓ What are Best Practices (especially collections issue)
- ✓ ACH & CC receipt by phone
- ✓ Write off of late fees and interest – change aging date
- ✓ Lockbox
- ✓ PCI Compliance Consultant/Expert
- ✓ Central Intake
- ✓ ONE BANK

Receivables Recommendations

Best Practices

**Multiple deposits
per day,
maximizing float
schedules**

**Leveraging the use
of Deposit Scanners**

**Multiple Payment
Channels**

Opportunities

Expand Use of Technology and Automation

- Create portal for payments coming in from multiple channels
- Explore options for re-association of remittance data with the financial transaction
- Consider image delivery of receivables data and ability to upload via a CSV file

Optimize Payment Collections

- Consider outsourcing collection of payments to lockbox
- Review E-lockbox set-up to eliminate paper checks where possible
- Utilize accounting system for notes RE: Collections

Enhance remittance automation and posting

- Receive transmission of daily posting file/transactions
- Utilize OCR capabilities (images) to automate posting
- Minimize handling of exceptions via paper

Implementation Timeline Recommendation

Implementation may vary based on your available resources.

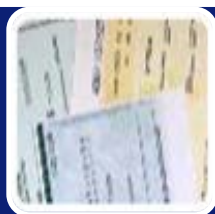
Timelines and sequencing will be established during the Implementation Strategy Meeting.

Estimates illustrate typical implementation timeframes.



VantagePoint

- ACH/Wire: 7-10 business days
- FTP Transmission: 4-6 weeks
- Wholesale Lockbox integration: 22-37 business days



Wholesale Scannable Lockbox

- Lockbox with Data Transmission – 45 business days
- Image Look
- Positive/Negative File Processing



E-Payment Service

- 4 – 8 weeks for standard E-Payment
- Bill Presentment: up to an additional 4 - 6 weeks



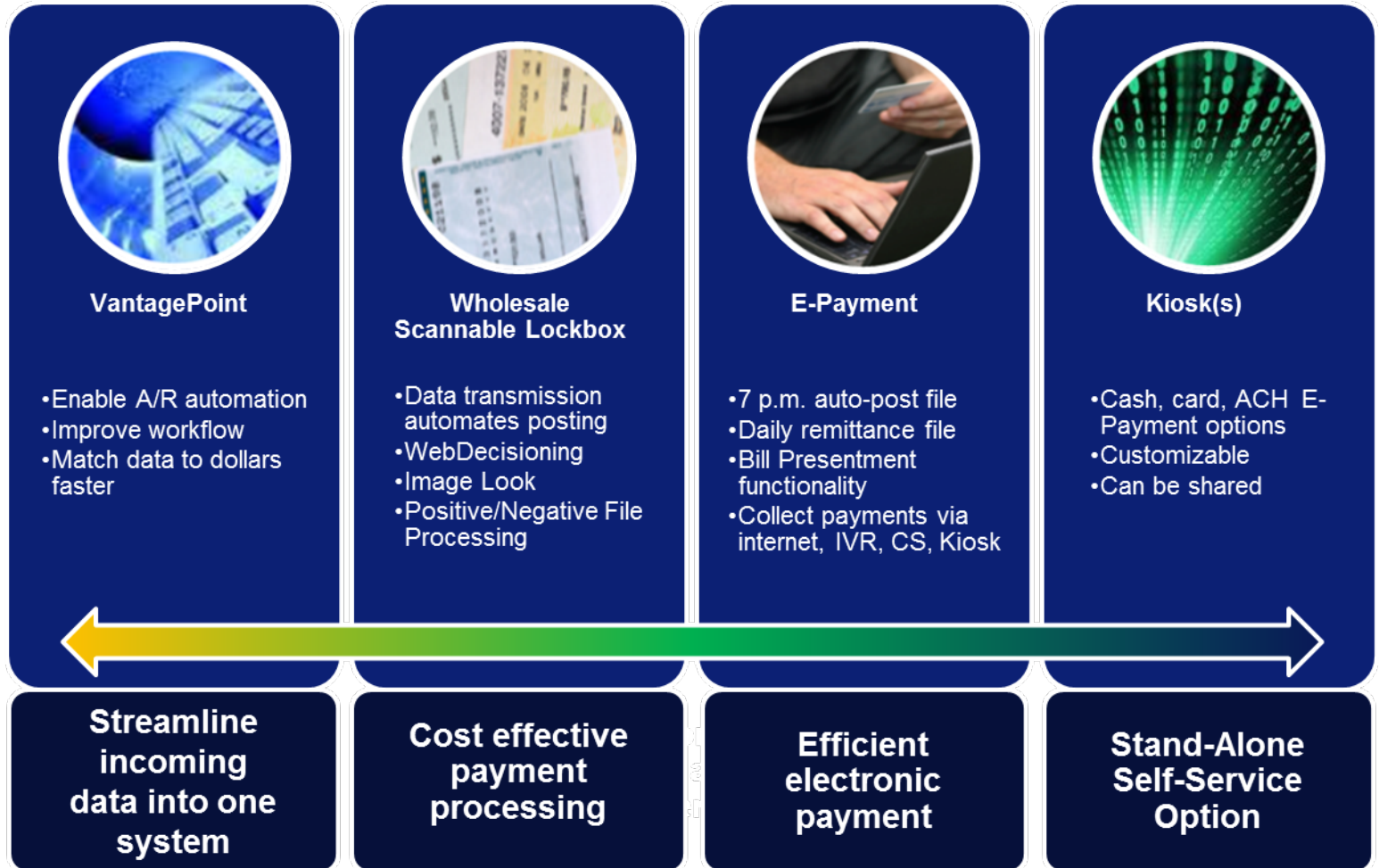
Kiosk(s)

- 8 - 10 weeks

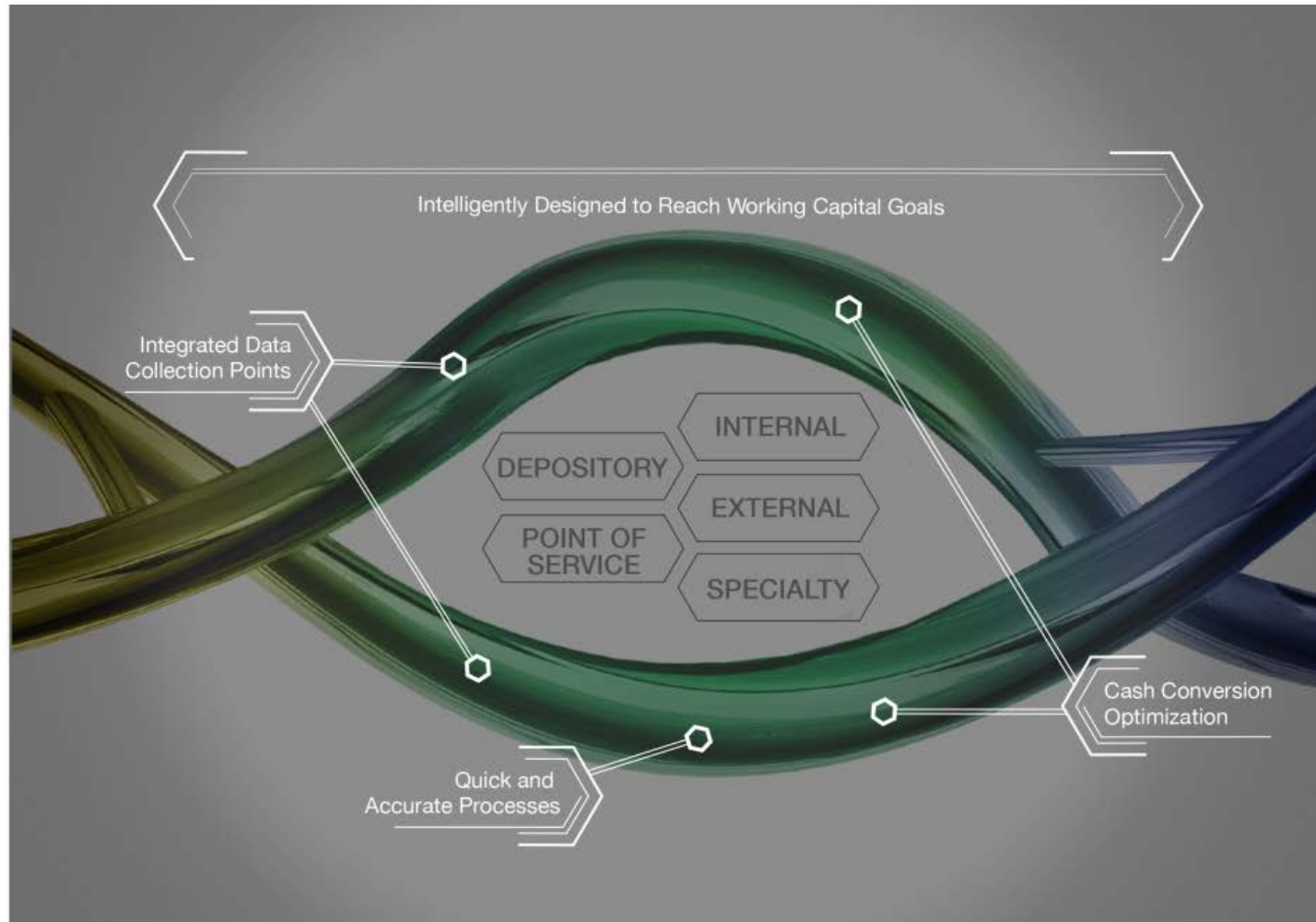
Working Capital Advantage Strategy: Receivables

Combined together, the elements of your A/R processes can be viewed as a working capital optimized model.

This analysis shows our estimates on how significant soft dollar savings will be realized.

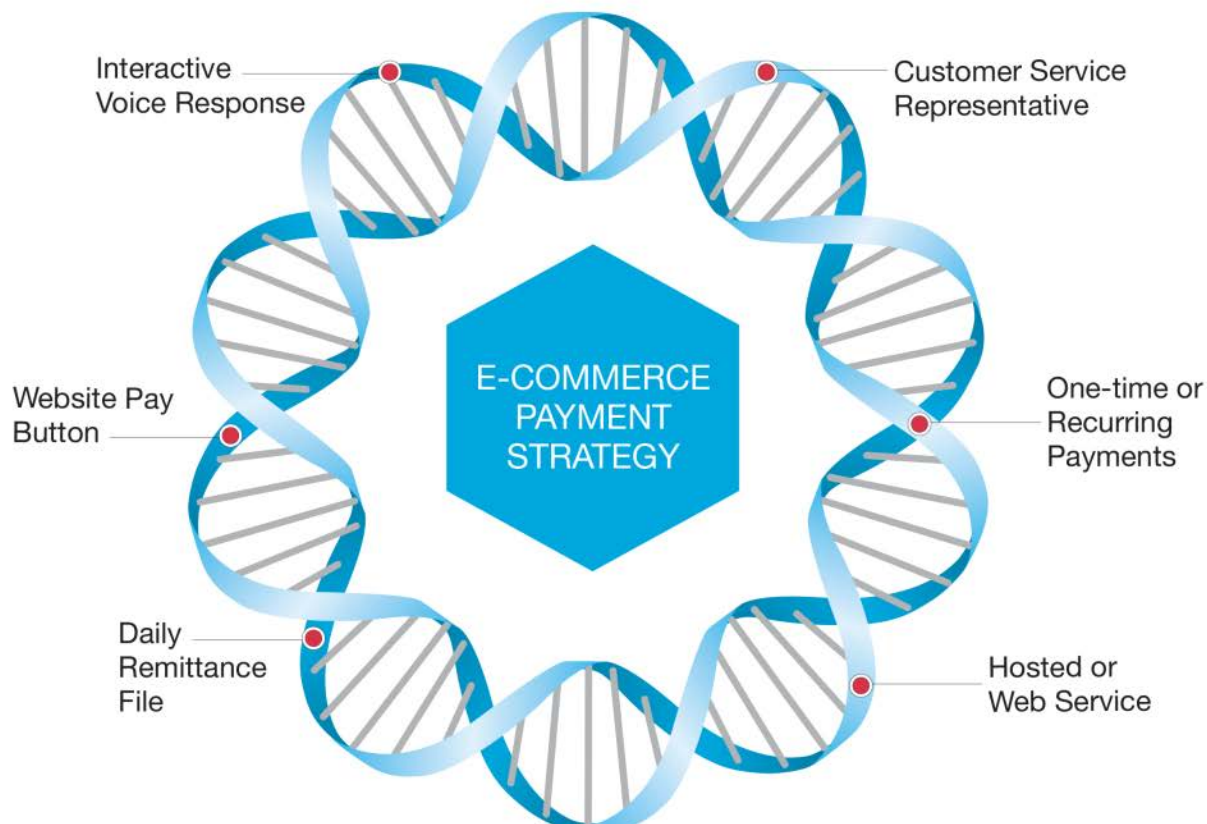


Working Capital Efficiency



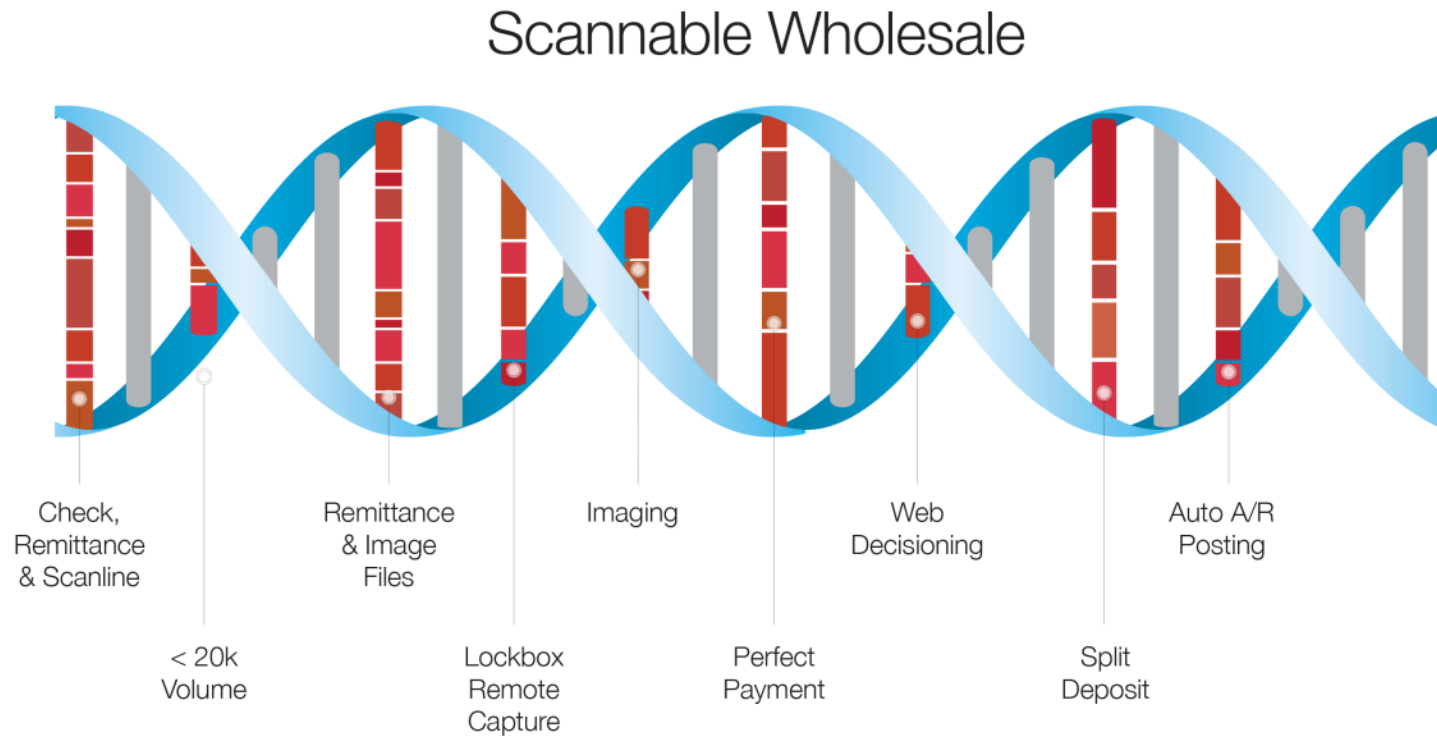
E-Commerce

Expand channels to meet customer demand



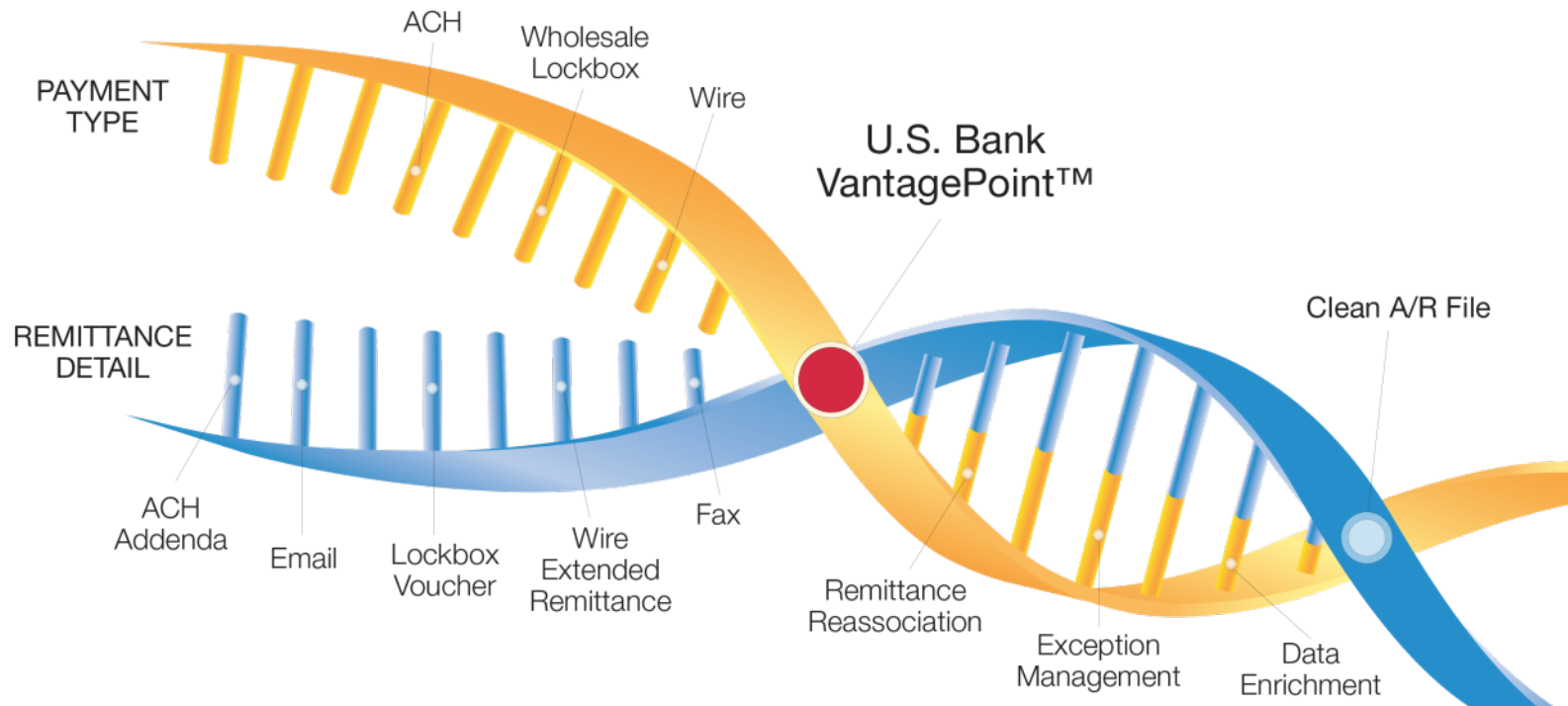
Lockbox - Scannable Wholesale

Efficient payment collection from start to finish



Vantagepoint

Streamline incoming data into one system



Disclaimers

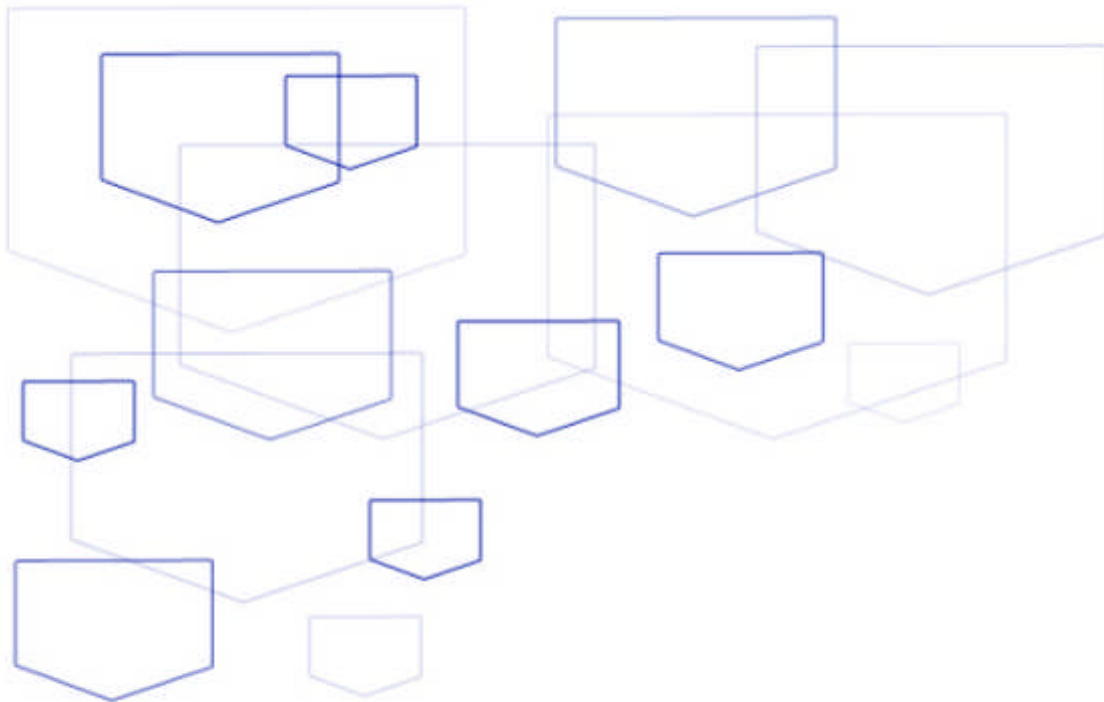
Foreign-denominated funds are subject to foreign currency exchange risk. Customers are not protected against foreign currency exchange rate fluctuations by FDIC insurance, or any other insurance or guaranty program. Deposit accounts with non-U.S. financial institutions offered through U.S. Bank are not deposits of U.S. Bank and are not insured by the FDIC or guaranteed by any governmental agency or authority, or by U.S. Bank.

Products and services may be subject to credit approval. Eligibility requirements, restrictions and fees may apply. Please see your U.S. Bank representative for more information. Internet access on your mobile device is required to use Mobile SinglePoint and fees may be charged by your mobile carrier, dependent on your mobile plan. Check with your carrier for details on specific fees and charges.

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U.S. Bank Cash Letter Services

Pre-Encoded Deposited Items



All of **us** serving you™

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Contents

About This Guide	iv
Purpose	iv
Organization	iv
Chapter 1: Before You Start.....	iv
Chapter 2: Pre-Encoded Deposit Specifications.....	iv
Chapter 3: MICR Encoding	iv
Appendix A: Diagram of a Deposit.....	iv
Appendix B: Sample Check Endorsements.....	iv
Appendix C: Regulation CC, Appendix D	iv
Appendix D: Bar Code Sheet.....	iv
 Chapter 1: Before You Start	6
Service Implementation	7
Where to Begin	7
To Set Up Services	7
 Chapter 2: Pre-Encoded Deposit Specifications	8
Deposit Preparation and Processing	8
Deposit Preparation Overview	8
General Deposit Guidelines	9
Un-Encoded Item Deposit Preparation.....	9
Branch Deposit Preparation	9
Deposit Guidelines	9
Encoding Checks.....	10
MICR Correction Strips	10
Encoding Problems.....	10
Check Endorsements	12
Endorsement Content	12
Endorsement Placement.....	13
Importance of Endorsement Standards	13
Batch Tickets	14
Preparing Batch Tickets.....	14

Deposit Tickets	15
Preparing a Deposit Ticket.....	15
Deposit Corrections.....	15
Block Tickets.....	16
Preparing Block Tickets	16
Tape Listings	17
Preparing Tape Listings	17
Chapter 3: MICR Encoding	18
MICR Quality	18
Common Encoding Problems and Solutions	18
Problems You Can Correct	19
Problems Requiring You To Contact Your Vendor	20
MICR Corrections	20
Correcting Encoded Items.....	21
Most Common Correction Errors	21
General Guidelines	21
Appendix A: Diagram of a Deposit	23
Appendix B: Sample Check Endorsements	24
Example 1: Endorsement Areas	24
Example 2: Sample of Combined Bank of First Deposit and Customer Endorsements.....	25
Example 3: Sample of Linear Endorsement	26
Appendix C: Regulation CC, Appendix D.....	27

About This Guide

Purpose

The purpose of this guide is to provide information about U.S. Bank Cash Letter Services, a service that allows pre-encoded depositors to take advantage of U.S. Bank's extensive check clearing network.

The information will assist the user in preparing a pre-encoded deposit for delivery to U.S. Bank.

Organization

This guide is organized into three chapters and four appendices.

Chapter 1: Before You Start

This chapter contains general information about U.S. Bank Cash Letter Services and the implementation process.

Chapter 2: Pre-Encoded Deposit Specifications

This chapter provides information about how to prepare a pre-encoded deposit and will assist the user in several tasks, which include:

- Encoding checks
- Endorsing checks
- Preparing batch tickets
- Preparing deposit tickets
- Preparing block tickets
- Preparing tape listings

Chapter 3: MICR Encoding

This chapter provides information about common MICR encoding problems and solutions.

Appendix A: Diagram of a Deposit

This appendix provides an illustration of how to assemble a pre-encoded deposit for delivery to U.S. Bank.

Appendix B: Sample Check Endorsements

This appendix provides illustrations of proper placement of check endorsements.

Appendix C: Regulation CC, Appendix D

This appendix is a reprint of Regulation CC, Appendix D, Availability of Funds and Collection of Checks.

Appendix D: Bar Code Sheet

This appendix provides information about using the bar code sheet.

Chapter 1: Before You Start

Welcome to U.S. Bank Cash Letter Services—a service that allows pre-encoded depositors to take advantage of U.S. Bank’s extensive check clearing network. U.S. Bank has one of the largest check collection operations in the nation, processing over 200 million checks per month. We have made significant investments in state-of-the-art equipment and have established highly efficient systems to clear checks and accelerate funds availability.

U.S. Bank Cash Letter Services are designed for companies, organizations, government entities, and financial institutions that pre-encode checks received from over-the-counter locations or through in-house remittance processing facilities.

U.S. Bank currently operates 11 check processing facilities throughout the United States.

Locations include:

- Chicago, Illinois
- Cincinnati, Ohio
- Denver, Colorado
- Helena, Montana
- La Mirada (Los Angeles), California
- Milwaukee, Wisconsin
- Omaha, Nebraska
- Portland, Oregon
- Redwood City, California (Bay Area)
- St. Louis, Missouri
- St. Paul, Minnesota

Pre-encoded check deposits may also be made at U.S. Bank branch locations or cash vaults. Specific deposit preparation instructions for branch deposits are contained in the Pre-Encoded Deposit Specifications section of this user guide. Please see the U.S. Bank Cash Vault Services User Guide for information about using cash vaults for deposits.

Depository deadlines vary by deposit location and drawee bank endpoints. For more information, please contact your Relationship Manager or Treasury Management Consultant.

Service Implementation

This section is designed to walk you through the set up of your pre-encoded deposited item service.

Where to Begin

Your Relationship Manager will assign a Treasury Management Consultant to work as a liaison between you and the deposit location(s).

To Set Up Services

1. Work with your Treasury Management Consultant to determine the depository site. At this time, a target start date should be determined. You should allow 4 weeks for routine set ups and requisition of supplies.
2. Contract with a third-party courier service or U.S. Bank Courier Services (in limited metropolitan markets). All courier contracts are your responsibility. Deposits containing cash are not accepted at the check processing centers. Discuss options for depositing cash with your Treasury Management Consultant.
3. Your bank representative will order the following supplies:
 - Batch and block tickets
 - Tape envelopes (optional)
 - Bar code sheet (only required for deposits delivered directly to a check processing facility)
4. Other supplies can be ordered through U.S. Bank or through a vendor using the U.S. Bank approved standards:
 - Deposit tickets
 - Plastic bags
5. Your Relationship Manager or Treasury Management Consultant will open a deposit account, if necessary, and set up any complementary services.

Chapter 2: Pre-Encoded Deposit Specifications

U.S. Bank Cash Letter Services customers use Magnetic Ink Character Recognition (MICR) ink to encode the dollar amount in the MICR line of their checks. Customers must also endorse items with U.S. Bank's Bank of First Deposit endorsement.

Adhering to the following guidelines will ensure efficient and accurate processing of your deposit.

Deposit Preparation and Processing

This section provides information about how to prepare a pre-encoded deposit for delivery to U.S. Bank.

Deposit Preparation Overview

Detailed instructions and illustrations about how to encode and endorse checks and how to prepare batch tickets, block tickets, deposit tickets, and tape listings are provided in subsequent sections.

1. Encode all checks with the dollar amount of the check. See page 2-3 for detailed information on MICR encoding.
2. Prepare batch tickets by encoding the batch total on a batch ticket. Each batch should contain no more than 250-300 checks. Place the encoded batch ticket in front of the corresponding batch of checks. See page 2-7 for detailed information on batch tickets.
3. Prepare a deposit ticket. See page 2-8 for detailed information on deposit tickets.
4. Prepare a block ticket by encoding the deposit total on a block ticket. Place the encoded block ticket in front of the first batch ticket in the deposit. See page 2-9 for detailed information on block tickets.
5. Prepare a tape listing for each batch of checks and a recap tape listing of the batch totals and deposit total. See page 2-10 for detailed information on tape listings.

The tape envelope containing your tape listings should be placed in front of the block ticket.

Note: Tape listings can be proof tapes, adding machine tapes, or computer generated lists. The tape listings should include your company's name and the deposit date.

6. Verify that all items are properly encoded and endorsed before packaging your deposit. All items must face the same direction.
7. Package and rubber band your deposit as shown in **Appendix A: Diagram of a Deposit**.
8. Place the deposit in a plastic bag or tray with a copy of your bar code sheet. An example of a bar code sheet is shown in **Appendix D: Bar Code Sheet**.

If using plastic bags, ensure that the bar code sheet is clearly visible through the bag. If using trays, place the bar code sheet in the first tray of work.

Note: Bar code sheets are only required for deposits delivered directly to a check processing facility. Bar code sheets are not required for pre-encoded check deposits made at U.S. Bank branch locations or cash vaults.

9. Deliver deposit to U.S. Bank.

General Deposit Guidelines

The following are some general tips to improve overall deposit quality:

- Remove paper clips and staples from checks.
- Repair folded, bent, or mutilated checks before processing.
- Ensure that all checks face the same direction.
- Fan the checks by hand, scanning for obvious encoding problems. Pay particular attention to the dollar amount encoded in the lower-right-hand corner of the check. Make any necessary corrections.

Un-Encoded Item Deposit Preparation

Specific guidelines for preparing a deposit of un-encoded items are outlined in the *U.S. Bank Business Deposit Preparation Guidelines*.

Depository deadlines and pricing vary for pre-encoded and un-encoded deposited checks. For more information, please contact your Relationship Manager or Treasury Management Consultant.

Branch Deposit Preparation

Pre-encoded check deposits may be made at U.S. Bank branch locations. Deposits will be processed at our check processing facilities for credit to your account.

Deposit Guidelines

In general, branch deposits should be prepared according to the deposit preparation instructions outlined in this user guide. However, the following guidelines should be followed to facilitate deposit processing at a branch location:

- Prepare separate deposits for cash and pre-encoded checks. Each type of work should have its own deposit ticket.
- Seal pre-encoded check deposits separately from cash deposits using a tamper-evident bag.
- Place pre-encoded check deposit tickets in the deposit bag where it is viewable by the teller. Branch depositors are not required to place the deposit ticket behind the 1st batch ticket in the deposit.
- Include a duplicate deposit ticket, if you require a teller receipt for pre-encoded check deposits.
- Block tickets are not required for branch deposits.
- A bar code sheet (for deposit tracking) is not required for branch deposits.

Encoding Checks

U.S. Bank Cash Letter Services customers use Magnetic Ink Character Recognition (MICR) ink to encode the dollar amount in the MICR line of their checks.

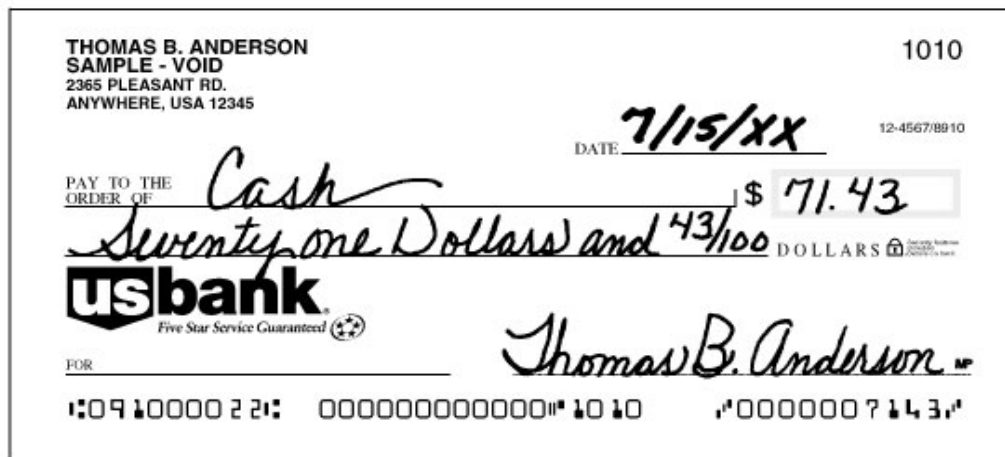


Figure 2.1- MICR Encoding

MICR Correction Strips

Use a MICR correction strip if a pre-encoded field in the MICR line is damaged.

Note: If an item is mutilated and cannot be repaired with a MICR correction strip, place it in an image-compatible carrier envelope, and re-encode the entire MICR line. An image-compatible carrier envelope does not have a solid back. The back of the envelope is transparent, enabling both the front and back of the check to be imaged.

Important: Items in carrier documents must be presented as a separate deposit. These items cannot be commingled in a deposit with other items.

Checks in carrier documents, photocopies in lieu, foreign, mutilated items, and notices in lieu of return often do not meet image quality and readability standards. As a result, these types of items must be processed separately to prevent conversion to substitute checks or image cash letters. Depositors who do not separate these items will assume all liabilities for losses that occur if those items are truncated.

Encoding Problems

To reduce deposited item reject rates, test your encoding machine at the beginning of each processing day. Encode **0123456789** on a blank piece of paper, and check for the following common problems:

- Encoding that is too high or low on the document
- Spacing between numbers that is too close or too far apart
- Encoding that is broken, not solid across each number
- Encoding that is fuzzy, not crisp and bold

If you experience any of these problems, call for machine repair. **DO NOT ENCODE ANY CHECKS.** Attach a large note to the front of your deposit stating that the deposit is **“UNENCODED”**. Deposits with encoding problems that exceed 10 percent of the volume are subject to be held over for next day credit and will be billed at un-encoded deposited item rates.

A pre-encoded reject per item fee will be assessed based on the type of error that caused the reject. An allowable reject rate is not used. See page 3-1 for detailed information on encoding problems.

Check Endorsements

There are important and specific rules for endorsements mandated by Regulation CC, Availability of Funds and Collection of Checks, which is issued by the Board of Governors of the Federal Reserve System.

Regulation CC requires the depository bank (U.S. Bank) to endorse checks with the Bank of First Deposit endorsement. This is normally done by U.S. Bank's check processing centers at the time checks are encoded; however, as you are encoding the checks for deposit, you must endorse all items with the Bank of First Deposit endorsement.

A reprint of Regulation CC is available in **Appendix C: Regulation CC, Appendix D.**

Endorsement Content

Pre-encoded depositors must apply both their company endorsement as well as U.S. Bank's Bank of First Deposit endorsement. One endorsement stamp may be used to combine these endorsements. Endorsements must be in black ink.

1. Your company endorsement should include company name, store/location, and account number.
2. The Bank of First Deposit endorsement should include the following information:
 - The nine-digit routing and transit number, set off by an arrow at each end of the number and pointing toward the number
 - U.S. Bank full legal name and location
 - The endorsement date
 - Other information may be included provided that the inclusion of such information does not interfere with the readability of the endorsement
 - The U.S. Bank, Bank of First Deposit endorsement will vary depending on the U.S. Bank deposit location.

U.S. Bank Deposit Location

Arkansas, Illinois, Indiana, Iowa, Kansas,
Kentucky, Minnesota, Missouri, Nebraska,
North Dakota, Ohio, South Dakota,
Tennessee, Wisconsin

Arizona, California, Colorado, Idaho,
Montana, New Mexico, Nevada, Oregon,
Utah, Washington, Wyoming

Bank of First Deposit Endorsement

U.S. Bank N.A.
St. Paul, MN 55108
05/15/07
➔ 091000022 ⬅

U.S. Bank N.A.
Portland, OR 97230
05/15/07
➔ 123000220 ⬅

Endorsement Placement

There are areas set aside on the backs of checks for endorsements by the payees and banks that handle checks in the check clearing process. It is important to confine your endorsements to the appropriate areas so that they do not interfere with the areas dedicated to other parties.

If you use a *block-style endorsement*, it should be completely contained in the Bank of First Deposit area, which lies 3.0" from the leading edge to 1.5" from the trailing edge on the backs of checks.

If you use a *linear-style endorsement*, it should be placed so the routing and transit number is completely contained in the Bank of First Deposit area, which lies 3.0" from the leading edge to 1.5" from the trailing edge on the backs of checks. Any customer information should be positioned to the right of the routing and transit number so that it does not fall into the transit or subsequent collecting bank endorsement area.

Appendix B contains illustrations of the endorsement areas on the backs of checks as well as sample check endorsements to assist you in understanding how to position your endorsements.

Importance of Endorsement Standards

Regulation CC defines the liabilities associated with losses for returned checks that are delayed due to failure to properly endorse. If you fail to clearly endorse items, or interfere with the endorsement of others, you may be responsible for losses that otherwise might have been avoided or attributed to others.

For example, a bank that refuses to pay an item must notify prior holders in the check collection process within a regulated time period or that bank may have to bear the loss on that item. If that bank cannot notify the appropriate prior holder within the time required because of failure to follow the check endorsement rules, you may bear the loss and be required to indemnify us for any loss or expense we incur.

Regular quality checks of the endorsement will prevent unreadable endorsements due to lack of ink or other equipment failures.

Please see U.S. Bank's "*Your Deposit Account Agreement*" for terms and conditions applicable to all depository accounts.

Batch Tickets

U.S. Bank supplies batch tickets with a unique identification number in the MICR line for each check processing location. Do not share batch tickets with other processing or branch locations.

Preparing Batch Tickets

1. Use the batch tickets provided by U.S. Bank.
2. Each batch should contain no more than 250-300 checks.
3. Encode the batch total (the total dollar amount of all checks contained in the batch) on each batch ticket.
4. Place the encoded batch ticket in front of the corresponding batch of checks.

Note: The batch ticket for the first batch of checks in a deposit will go in front of the deposit ticket and behind the block ticket. See **Appendix A: Diagram of a Deposit** for an illustration.

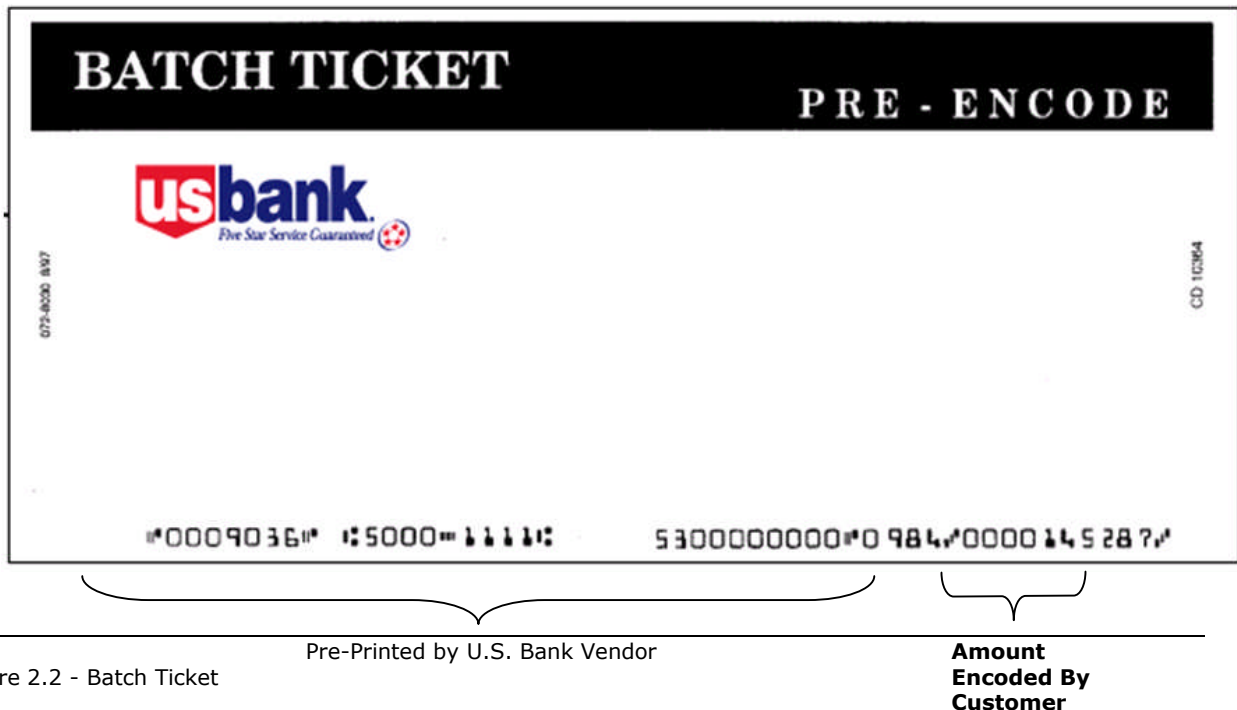


Figure 2.2 - Batch Ticket

Deposit Tickets

Deposit tickets may be supplied by U.S. Bank or by your vendor using the U.S. Bank approved standard.


Preparing a Deposit Ticket

1. Write the date in the space provided.
2. Write the dollar amount of the total deposit (taken from the supporting tape listings or batch totals).
3. List individual batch totals.
4. Separate the three copies of the deposit ticket.
5. Encode the total amount of the deposit in the lower right-hand corner of the top copy of the deposit ticket, as shown in **Figure 2.3**. The dollar amount encoded on the deposit ticket should equal the total amount of the batch tickets included in the deposit.

Note: If a deposit ticket has been incorrectly prepared or encoded, destroy the deposit ticket, and prepare a new deposit ticket. **Do not use MICR correction strips to correct errors on deposit tickets.**

6. Include the encoded deposit ticket with your deposit. Place the encoded deposit ticket behind the first batch ticket. See **Appendix A: Diagram of a Deposit** for an illustration.
7. Retain the Customer copy of the deposit ticket for your records.
8. If your deposit exceeds 25,000 items, prepare multiple deposit tickets for every 25,000 items.

Note: Each deposit ticket requires one block ticket (e.g. if 3 deposit tickets are prepared, then 3 block tickets will be needed).

DEPOSIT TICKET THOMAS B. ANDERSON 1234 MAIN STREET ANYWHERE, U. S. A. 12345 SAMPLE VOID	DATE <u>3/1/98</u> <small>DEPOSITS MAY NOT BE AVAILABLE FOR IMMEDIATE WITHDRAWAL</small> LIST CHECKS SEPARATELY OR ATTACH LIST DOLLARS CENTS	 <i>Tape Listings</i> <u>145287</u> <u>#1</u>	<u>73852</u> <u>29364</u> TOTAL ITEMS \$	PLEASE ENTER TOTAL HERE CHECKS AND OTHER ITEMS ARE RECEIVED FOR DEPOSIT SUBJECT TO THE PROVISIONS OF THE UNIFORM COMMERCIAL CODE AND ANY APPLICABLE COLLECTION AGREEMENT. TOTAL FROM ALL FEES \$ <u>2485.03</u>
--------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

⑆5412100321000000000000⑈ ⑈0000248503⑈

Figure 2.3 - Deposit Ticket

Deposit Corrections

In the event that U.S. Bank needs to make a correction to your deposit (due to an encoding or amount error), a Customer Advice for the difference will be generated and posted to your account.

Block Tickets

U.S. Bank supplies block tickets with a unique identification number in the MICR line for each check processing location. **Do not share block tickets with other processing or branch locations.**

Preparing Block Tickets

1. Use the block tickets provided by U.S. Bank.
2. Encode the total amount of the deposit on a block ticket. The dollar amount encoded on the block ticket should equal the total amount of the batch tickets included in the deposit.
3. If your deposit exceeds 25,000 items, prepare multiple block tickets for every 25,000 items.

Note: Each deposit ticket requires one block ticket (e.g. if 3 deposit tickets are prepared, then 3 block tickets will be needed).

4. Place the block ticket in front of the first batch ticket in the deposit. See **Appendix A: Diagram of a Deposit** for an illustration.

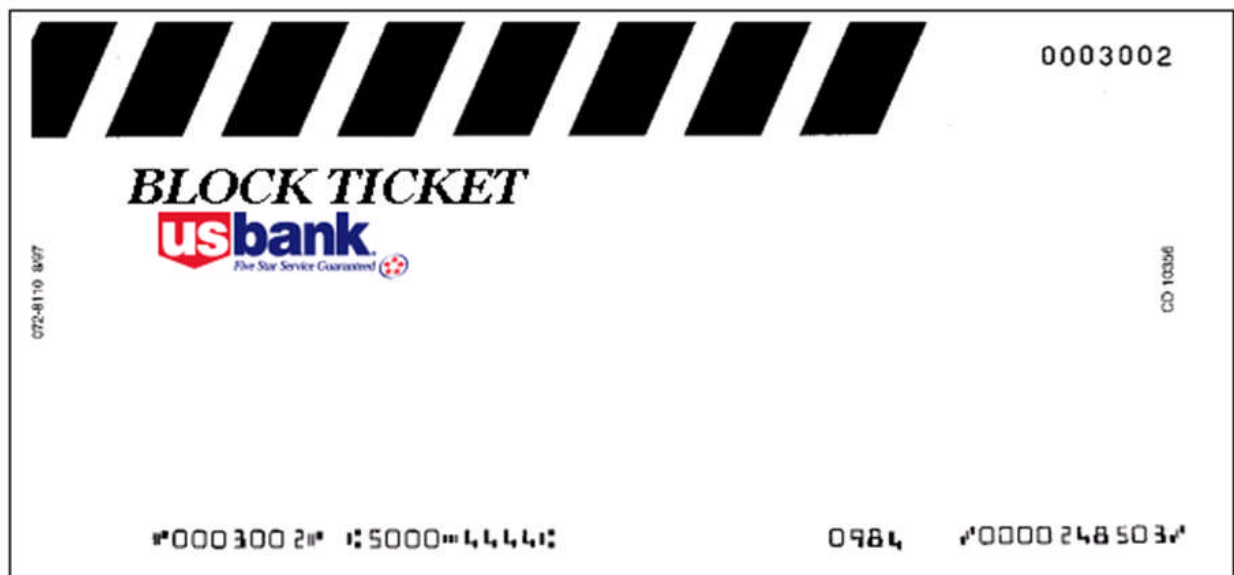


Figure 2.4 - Block Ticket

Pre-Printed by U.S. Bank Vendor

Amount
Encoded By
Customer

Tape Listings

Tape listings can be proof tapes, adding machine tapes, or computer-generated tapes. The tape listings should show your company's name and the deposit date.

Preparing Tape Listings

1. Prepare a detailed tape listing for each batch of checks. List the dollar amount of each check in the same order as the physical items and note the batch total.
2. Prepare a recap tape listing of the batch totals and the deposit total.
3. Place all tape listings in a tape envelope provided by U.S. Bank. On the front of the tape envelope, indicate your company name, the store/location number, the deposit amount, the date, and the serial number from the block ticket, as shown in **Figure 2.5**.

Note: You do not need to use tape envelopes for computer-generated tape listings.

This Envelope should be used for for batch tapes only. (No cash or checks.)

PRE-ENCODE

Store and Location Number	<u>ABC Company #7</u>
Deposit Amount	\$ <u>2,485.03</u>
Date	<u>7/15/xx</u>
Block Ticket Number	<u>0003002</u>

Envelope must accompany deposit.

Figure 2.5 - Tape Envelope

Chapter 3: MICR Encoding

U.S. Bank Cash Letter Services customers use Magnetic Ink Character Recognition (MICR) ink to encode the dollar amount in the MICR line of their checks. The MICR is magnetized when it passes through high-speed check reader/sorter equipment. If the check is encoded correctly, it is 'read' and processed through the reader/sorter.

Documents should be encoded using an E13B font and MICR ink cartridge or ribbon. If you are uncertain about the specifications of your machine(s), please contact your vendor.

MICR Quality

The U.S. Bank MICR and Image Quality group monitors the quality of MICR encoding and deposit preparation and will notify you promptly of quality issues affecting your deposit. We recommend that you implement a quality-control program at your organization to reduce the number of rejected items.

There are many causes of MICR encoding problems, such as malfunctioning equipment, ribbon problems, operator procedures, or problems with the check itself. However, most encoding problems can be detected by inspecting the encoded checks for obvious problems.

When reviewing work for encoding problems, ask the following questions:

- Does the encoding look the same as the pre-printed MICR fields of the check?
- Does the encoding have the same quality and clarity as the pre-printed MICR fields of the check?

If the encoding is incomplete, smeared, slanted, or in any way unclear, there is a problem. Check reader/sorter equipment reads the MICR encoding like the human eye: what looks bad to you will look bad to the reader/sorter.

Common Encoding Problems and Solutions

This section contains examples of a properly encoded item as well as some of the most common encoding problems.

Note: All fields except the dollar field are pre-encoded by the check printer therefore, only the dollar field is illustrated.

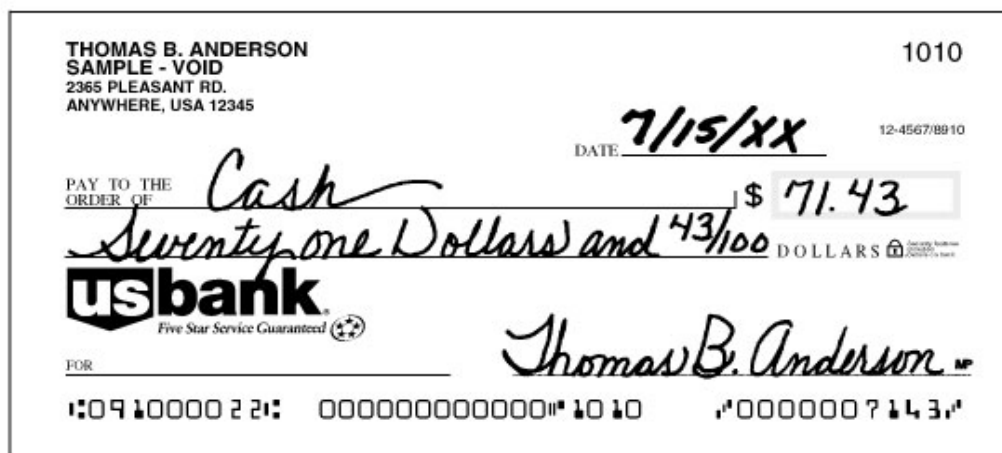


Figure 3.1 - Properly Encoded Check

Problems You Can Correct

Double Encoding

Processing twice, repair with correction strip



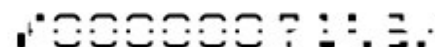
Dirty Encoding

Cleaning is required



Broken Encoding

Ribbon tension arm may need adjustment



No Encoding

Type wheel may need adjustment



Heavy Encoding

The ribbon may not be installed correctly



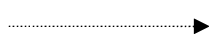
Embossed Encoding

Looks good, but imprint can be felt on back of check



Problems Requiring You To Contact Your Vendor

Poor Alignment



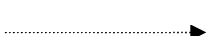
0000 7 14 3

Dollar Field Alignment Problems



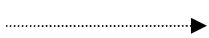
0000000 7 14 3

Spacing Problems: Too Far Apart



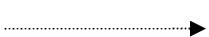
0 0 0 0 0 0 0 7 1 4 3

Spacing Problems: Too Close Together



0000000 7 14 3

Incorrect Cue Character



0000000 7 14 3

If you are unable to resolve any of these problems, **DO NOT ENCODE ANY CHECKS**. Attach a large note to the front of your deposit, stating that the deposit is “**UNENCODED**”. Deposits with encoding problems that exceed 10 percent of the volume are subject to be held over for next day credit and will be billed at un-encoded deposited item rates.

A pre-encoded reject fee per item is assessed to pre-encoded depositors based on the type of error that caused the reject. An allowable reject rate is not used.

MICR Corrections

This section contains examples of a properly corrected item as well as some of the most common MICR correction errors.

On properly corrected items, the entire mis-encoded field and symbols for that field are covered. The correct information including symbols has been re-encoded.

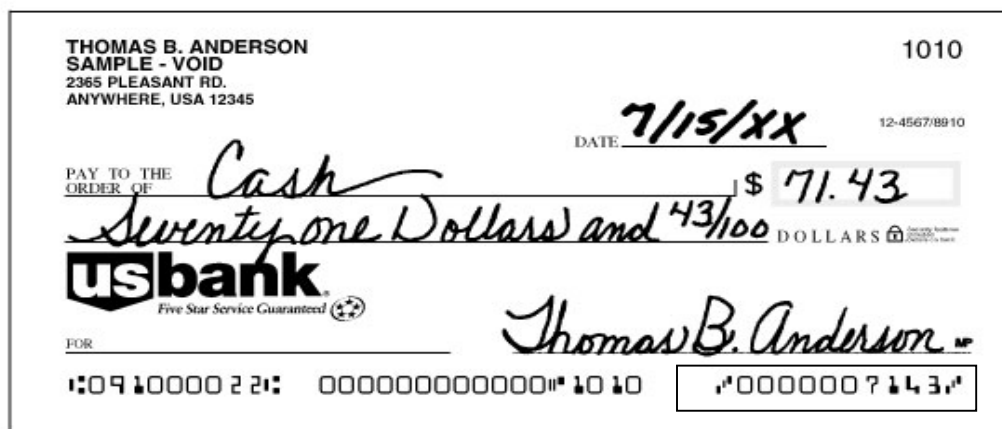


Figure 3.2 - Properly Corrected Item

Correction Label

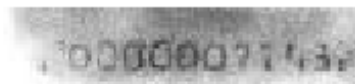
Correcting Encoded Items

Use the following procedure to correct mis-encoded checks:

1. Place a MICR correction strip over the mis-encoded amount field. Make sure to cover amount symbols.
2. Re-encode the correct dollar amount on the MICR correction strip.
3. Update your tape listing to reflect any dollar amount change made to a check.
4. Make sure the batch ticket is encoded for the corrected dollar amount. If a correction is necessary, use a new batch ticket. Do not use MICR correction strips on batch tickets.
5. Make sure your deposit ticket and block ticket are encoded for the corrected dollar amount. If a correction is necessary, use a new deposit ticket and block ticket. Do not use MICR correction strips on the deposit ticket or block ticket.

Most Common Correction Errors

1. Using Magnetic Ink Correction Fluid. MICR correction strips should be used.



2. Incorrect placement of MICR correction strips.
 - a. The entire field is not covered.



- b. The preceding field is partly covered, and the corrected field is not completely covered.



General Guidelines

- Make sure the MICR correction strip completely covers the mis-encoded field.
- Make sure the MICR correction strip is securely fastened to the check.
- Keep the MICR correction strip in the mis-encoded MICR field. Avoid extending the strip into another field.
- Always use MICR correction strips. Do not use MICR correction fluid, MICR ink eradicating fluid, or strips that are not designed for correcting MICR errors.
- Do not let the MICR correction strip extend beyond the edge of the check.
- Use only one MICR correction strip. Do not place one MICR correction strip on top of another MICR correction strip.
- If a mis-encoded check cannot be corrected with a MICR correction strip, place the check in an image-compatible carrier envelope and correctly encode the entire MICR line. An image-compatible carrier envelope does not have a solid back. The back of the envelope is transparent, enabling both the front and back of the check to be imaged.

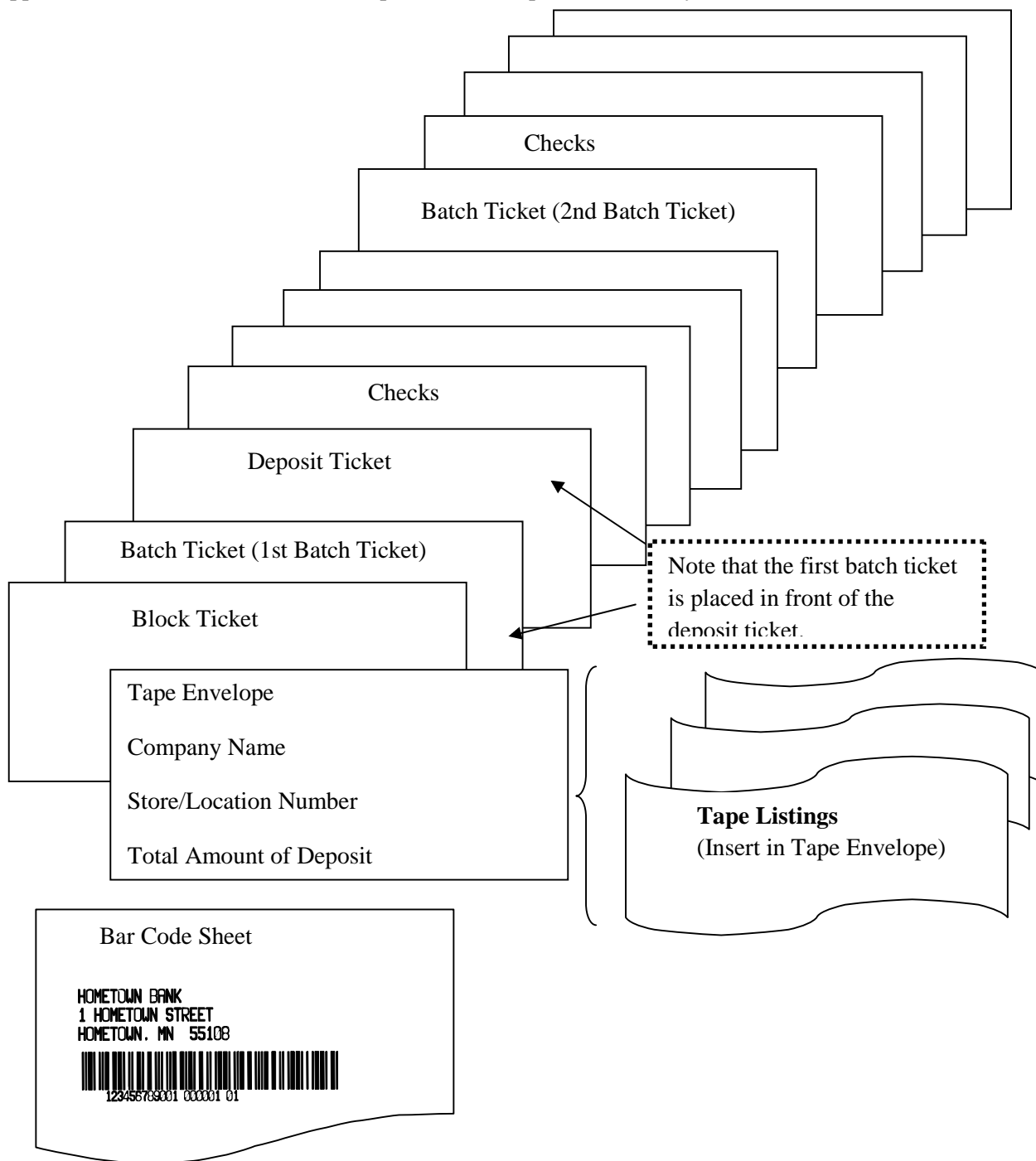
Note: The Uniform Commercial Code imposes certain warranties on parties that encode and retain items. You may be responsible for losses and associated liability attributable to MICR-encoding errors, including over-encoding and under-encoding.

Important: Items in carrier documents must be presented as a separate deposit. These items cannot be co-mingled in a deposit with other items.

Checks in carrier documents, photocopies in lieu, foreign, mutilated items, and notices in lieu of return often do not meet image quality and readability standards. As a result, these types of items must be processed separately to prevent conversion to substitute checks or image cash letters. Depositors who do not separate these items will assume all liabilities for losses that occur if those items are truncated.

Appendix A: Diagram of a Deposit

This appendix illustrates how to assemble a pre-encoded deposit for delivery to U.S. Bank.

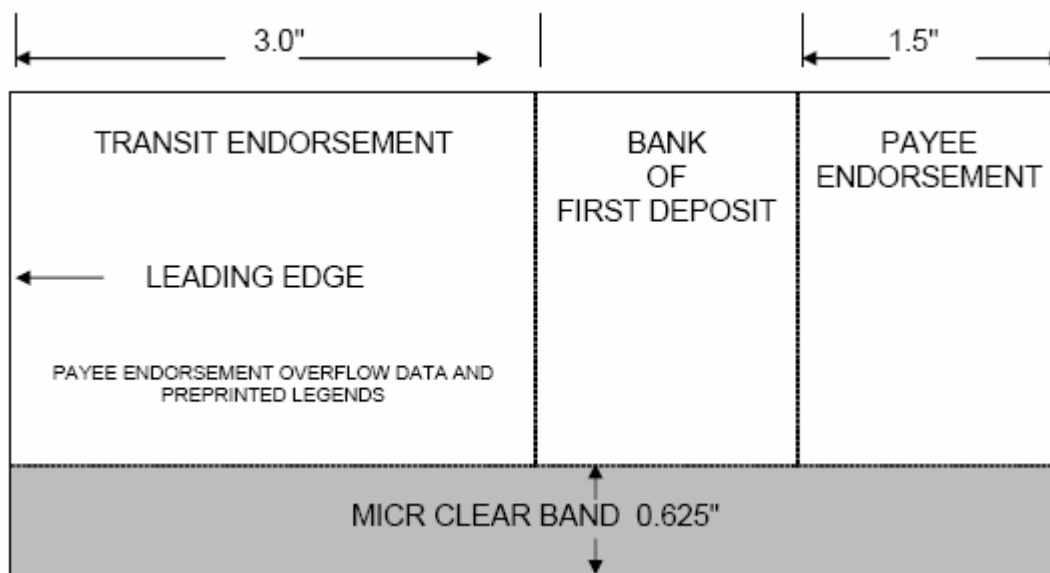


Appendix B: Sample Check Endorsements

This appendix details the areas set aside on the backs of checks for endorsements by the payees and banks that handle checks in the check clearing process and provides examples of check endorsements.

Example 1: Endorsement Areas

There are areas set aside on the backs of checks for endorsements by the payees and banks that handle checks in the check clearing process. It is important to confine your endorsements to the appropriate areas so that they do not interfere with the areas dedicated to other parties.



Payee Endorsement Area: This section of the check (up to 1.5" from the trailing edge) is reserved for the Payee (individual or corporation) to which the check is payable.

Bank of First Deposit Endorsement Area: This section of the check, starting 3.0" from the leading edge to 1.5" from the trailing edge, is reserved for the Depository Bank.

Transit or Subsequent Collecting Bank Endorsement Area: This section of the check, from leading edge to 3.0" from the leading edge, is reserved for the Subsequent Collecting Bank and could also be endorsed by the Returning Bank.

Example 2: Sample of Combined Bank of First Deposit and Customer Endorsements

Pre-encoded depositors must apply both their company endorsement as well as U.S. Bank's Bank of First Deposit endorsement. One endorsement stamp may be used to combine these endorsements

Trailing edge

Leading edge

THOMAS B. ANDERSON SAMPLE - VOID 2365 PLEASANT RD. ANYWHERE, USA 12345		1010
DATE: <u>7/15/XX</u>		12-4567/8910
PAY TO THE ORDER OF <u>Cash</u> <u>Seventy one Dollars and 43/100</u>		\$ <u>71.43</u>
usbank Five Star Service Guaranteed		DOLLARS
FOR <u>Thomas B. Anderson</u>		
⑆09 10000 2 2⑆ 000000000000⑈ 10 10 ⑆000000 7 14 3⑆		

Check Front

Leading edge

Trailing edge

	<Company Name> <Store Number> < Account Number> U.S. Bank N.A. Portland, OR 97230 05/17/07 ➔ 123000220 ➔	
⇐ 3" ⇒		⇐ 1½" ⇒

↑
 ¼"
 ↓

Check Back

Example 3: Sample of Linear Endorsement

Trailing edge

Leading edge

TRANSIT ENDORSEMENTS HOMETOWN BANK ANYWHERE	BANK OF FIRST DEPOSIT USA >123456789<	PAYEE ENDORSEMENT 11 15 01
MICR CLEAR BAND		

Check Back

Source: ANSI X9.100-111-2011

Appendix C: Regulation CC, Appendix D

This appendix is a reprint of Regulation CC, Availability of Funds and Collection of Checks. The terms “indorsement” and “indorser” are terms used in Regulation CC for “endorsement” and “endorser.”

(1) The depository bank shall indorse an original check or substitute check according to the following specifications:

(i) The indorsement shall contain—

- (A) The bank's nine-digit routing number, set off by an arrow at each end of the number and pointing toward the number, and, if the depository bank is a reconverting bank with respect to the check, an asterisk outside the arrow at each end of the routing number to identify the bank as a reconverting bank;
- (B) The indorsement date; and
- (C) The bank's name or location, if the depository bank applies the indorsement physically.

(ii) The indorsement also may contain—

- (A) A branch identification;
- (B) A trace or sequence number;
- (C) A telephone number for receipt of notification of large-dollar returned checks; and
- (D) Other information, provided that the inclusion of such information does not interfere with the readability of the indorsement.

(iii) The indorsement, if applied to an existing paper check, shall be placed on the back of the check so that the routing number is wholly contained in the area 3.0 inches from the leading edge of the check to 1.5 inches from the trailing edge of the check. 31 i

(iv) When printing its depository bank indorsement (or a depository bank indorsement that previously was applied electronically) onto a substitute check at the time that the substitute check is created, a reconverting bank shall place the indorsement on the back of the check between 1.88 and 2.74 inches from the leading edge of the check. The reconverting bank may omit the depository bank's name and location from the indorsement.

(2) Each subsequent collecting bank or returning bank indorser shall protect the identifiability and legibility of the depository bank indorsement by indorsing an original check or substitute check according to the following specifications:

(i) The indorsement shall contain only—

- (A) The bank's nine-digit routing number (without arrows) and, if the collecting bank or returning bank is a reconverting bank with respect to the check, an asterisk at each end of the number to identify the bank as a reconverting bank;
- (B) The indorsement date, and

ⁱ31 The leading edge is defined as the right side of the check looking at it from the front. The trailing edge is defined as the left side of the check looking at it from the front. See American National Standards Specifications for the Placement and Location of MICR Printing, X9.13.

- (C) An optional trace or sequence number.
- (ii) The indorsement, if applied to an existing paper check, shall be placed on the back of the check from 0.0 inches to 3.0 inches from the leading edge of the check.
- (iii) When printing its collecting bank or returning bank indorsement (or a collecting bank or returning bank indorsement that previously was applied electronically) onto a substitute check at the time that the substitute check is created, a reconverting bank shall place the indorsement on the back of the check between 0.25 and 2.50 inches from the trailing edge of the check.
- (3) A reconverting bank shall comply with the following specifications when creating a substitute check:
- (i) If it is a depository bank, collecting bank, or returning bank with respect to the substitute check, the reconverting bank shall place its own indorsement onto the back of the check as specified in this appendix.
- (ii) A reconverting bank that also is the paying bank with respect to the substitute check shall so identify itself by placing on the back of the check, between 0.25 and 2.50 inches from the trailing edge of the check, its nine-digit routing number (without arrows) and an asterisk at each end of the number.
- (iii) The reconverting bank shall place on the front of the check, outside the image of the original check, its nine-digit routing number (without arrows) and an asterisk at each end of the number, in accordance with ANS X9.100–140.
- (iv) The reconverting bank shall place on the front of the check, outside the image of the original check, the truncating bank's nine-digit routing number (without arrows) and a bracket at each end of the number, in accordance with ANS X9.100–140.
- (4) Any indorsement, reconverting bank identification, or truncating bank identification placed on an original check or substitute check shall be printed in black ink.

[69 FR 47316, Aug. 4, 2004]


Effective Date Note: At 69 FR 47316, Aug. 4, 2004, appendix D was revised. Paragraph (4) is effective Jan. 1, 2006.

Bar Code Sheet

This appendix contains an example of the bar code sheet. Cash letter customers are provided with a laminated bar code sheet unique to your account and location. This sheet should be photocopied and included with your deposit. The bar code sheet allows us to track deposits for quality assurance purposes.

If using plastic bags, ensure that the bar code sheet is clearly visible through the bag. If using trays, place the bar code sheet in the first tray of work.

Bar code sheets are only required for deposits delivered directly to a check processing facility. Bar code sheets are not required for pre-encoded check deposits made at U.S. Bank branch locations or cash vaults.



The image shows a vertical rectangular sheet with a black border. At the top is the **usbank** logo in a bold, sans-serif font. Below the logo, the text **Deliver To:** is centered, followed by **U.S. Bank** and **Check Processing** in a bold, sans-serif font. At the bottom left, the address **ABC COMPANY**, **1 HOMETOWN STREET**, and **HOMETOWN, YS 12345** is printed. Below the address is a standard 1D barcode. Underneath the barcode, the number **123456789001 000001 01** is printed.

Previous Day Summary

Sample Company A

SinglePoint

Reported Activity as of 11/06/200X

Printed on 11/07/200X at 01:48 PM CST



Bank Name	USBMN - US BANK OF MINNESOTA
Account Number	123456789012
Account Name	Sample Account A
Ledger Balance	\$7,551,044.80
Collected + 1 Day	\$1,237,959.88
Opening Collected	\$1,769,895.39
One Day Float	\$7,105,807.43
2 Day Float	\$38,129.87
3 Day + Float	\$0.00
Total Credits	\$186,810,591.76
Number of Credits	32
Total Debits	\$192,033,754.20
Total Amount of Debits	39
MTD Avg Collected	\$271,840.55
MTD Avg Neg Collected	-\$640,254.27

GRAND TOTAL

Ledger Balance	\$7,551,044.80
Collected + 1 Day	\$1,237,959.88
Opening Collected	\$1,769,895.39
One Day Float	\$7,105,807.43
2 Day Float	\$38,129.87
3 Day + Float	\$0.00
MTD Avg Collected	\$271,840.55
MTD Avg Neg Collected	-\$640,254.27
Total Credits	\$186,810,591.76
Number of Credits	32
Total Debits	\$192,033,754.20
Total Amount of Debits	39

---End of Report---

Previous Day Summary and Detail

Sample Company A

SinglePoint

Reported Activity as of 11/06/200X

Printed on 11/07/200X at 01:48 PM CST

**Bank Name** USBMN - US BANK OF MINNESOTA

Account Number	123456789012
Account Name	Sample Account A
Ledger Balance	\$7,551,044.80
Collected + 1 Day	\$1,237,959.88
Opening Collected	\$1,769,895.39
One Day Float	\$7,105,807.43
2 Day Float	\$38,129.87
3 Day + Float	\$0.00
Total Credits	\$186,810,591.76
Number of Credits	32
Total Debits	\$192,033,754.20
Total Amount of Debits	39
MTD Avg Collected	\$271,840.55
MTD Avg Neg Collected	-\$640,254.27

CREDITS**Customer Deposit(s)**

Dollar Amount	Transaction Details
\$7,131,515.19	IMMEDIATE FUNDS: 0.00/ 1 DAY FLOAT: 7,094,000.39/ 2 DAY FLOAT: 37,514.80/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXX3037
\$12,188.38	IMMEDIATE FUNDS: 12,188.38/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXX458
\$6,028.88	IMMEDIATE FUNDS: 102.24/ 1 DAY FLOAT: 5,430.01/ 2 DAY FLOAT: 429.08/ 3 OR MORE DAY FLOAT: 67.55/ Bank Reference: XXXXXX544
\$2,505.34	IMMEDIATE FUNDS: 18.15/ 1 DAY FLOAT: 2,472.50/ 2 DAY FLOAT: 14.69/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXX321
\$1,991.52	IMMEDIATE FUNDS: 74.97/ 1 DAY FLOAT: 1,818.12/ 2 DAY FLOAT: 98.43/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXX026
\$1,628.38	IMMEDIATE FUNDS: 69.11/ 1 DAY FLOAT: 1,486.40/ 2 DAY FLOAT: 72.87/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXX812
\$600.01	IMMEDIATE FUNDS: 0.00/ 1 DAY FLOAT: 600.01/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXX418

Subtotal: 7 Customer Deposit(s)**\$7,156,457.70****ACH Settlement Credit(s)**

Dollar Amount	Transaction Details
\$86,149.91	PAYROLL SETTLEMENT ABC COMPANY Bank Reference: XXXXXXXX888

Subtotal: 1 ACH Settlement Credit(s)**\$86,149.91****ACH Credit Detail(s)+A120**

Dollar Amount	Transaction Details
\$1,282,770.71	BANKCARD XXXXXXXX043 XXX241 DEPOSIT/SETTLE Bank Reference: XXXXXXXX970 Transaction Reference: XXXXXXXX001
\$986,660.00	BANKCARD XXXXXXXX043 XXX241 DEPOSIT/SETTLE Bank Reference: XXXXXXXX920 Transaction Reference: XXXXXXXX011
\$800,502.00	BANKCARD XXXXXXXX043 XXX241 DEPOSIT/SETTLE Bank Reference: XXXXXXXX708 Transaction Reference: XXXXXXXX021
\$200,300.00	BANKCARD XXXXXXXX043 XXX241 DEPOSIT/SETTLE Bank Reference: XXXXXXXX270 Transaction Reference: XXXXXXXX051
\$150,000.00	BANKCARD XXXXXXXX043 XXX241 DEPOSIT/SETTLE Bank Reference: XXXXXXXX271 Transaction Reference: XXXXXXXX061
\$98,000.00	BANKCARD XXXXXXXX043 XXX241 DEPOSIT/SETTLE Bank Reference: XXXXXXXX500 Transaction Reference: XXXXXXXX004
\$35,896.99	SETTLEMENTXXXXXXXX270 XXXXXXXXXXXXXXX001 DISCOVER NETWORK Bank Reference: XXXXXXXX903 Transaction Reference: XXXXXXXX000
\$20,000.00	SETTLEMENTXXXXXXXX270 XXXXXXXXXXXXXXX001 DISCOVER NETWORK Bank Reference: XXXXXXXX893 Transaction Reference: XXXXXXXX020
\$1,750.00	SETTLEMENTXXXXXXXX270 XXXXXXXXXXXXXXX001 DISCOVER NETWORK Bank Reference: XXXXXXXX788 Transaction Reference: XXXXXXXX221

Subtotal: 9 ACH Credit Detail(s)**\$3,575,879.70****Incoming Wire Transfers**

Dollar Amount	Transaction Details
\$161,501,073.77	PAR Number: 0X1107002029 Fed Ref: 000275 Date/Time Received: November 7,200X 07:44:00 CDT Originator: 1234567890123456 SAMPLE COMPANY BCDEF CITY STATE Originator Bank: BBREXPLPWMUL BRE BANK S.A. (FORMERLY BANK ROZWOJ U EKSPORTU S.A.) LODZ POLAND* Sending Bank: 0210000XX BANK ABCD Receiving Bank: 091000022US BANK MINNESOTA Beneficiary Ref: SWF OF 05/08/01 Originator to Beneficiary Info: ITEM 7531216038 HP 54720A GENNEX79* IMAD: 200X1107B1QGC08C000275

\$8,002,880.00	PAR Number: 0X1107000165 Date/Time Received: November 7, 200X 08:03:08 CDT Originator: 000123456789012 SAMPLE COMPANY ABC CITY STATE Originator to Beneficiary Info: ITEM 7531216038 HP 54720A GENNEX79*
\$6,200,504.00	PAR Number: 0X1107000166 Date/Time Received: November 7, 200X 08:03:08 CDT Originator: 000123456789012 SAMPLE COMPANY ABC CITY STATE Originator to Beneficiary Info: ITEM 7531216038 HP 54720A GENNEX79*
\$6,786.00	PAR Number: 0X1107000176 Date/Time Received: November 7, 200X 08:03:08 CDT Originator: 000123456789012 SAMPLE COMPANY ABC CITY STATE Originator to Beneficiary Info: ITEM 7531216038 HP 54720A GENNEX79*
\$3,000.00	PAR Number: 0X1107000109 Date/Time Received: November 7, 200X 08:03:08 CDT Originator: 000123456789012 SAMPLE COMPANY ABC CITY STATE Originator to Beneficiary Info: ITEM 7531216038 HP 54720A GENNEX79*

Subtotal: 4 Incoming Wire Transfers

\$175,714,243.77

Sweep Interest Income

Dollar Amount	Transaction Details
\$28.55	COMMERCIAL PAPER SWEEP INTEREST IMMEDIATE FUNDS: 28.55/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference:
\$23.13	COMMERCIAL PAPER SWEEP INTEREST IMMEDIATE FUNDS: 23.13/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference:

Subtotal: 2 Sweep Interest Income

\$51.68

Sweep Principal Credit

Dollar Amount	Transaction Details
\$277,798.91	COMMERCIAL PAPER SWEEP PRINCIPAL IMMEDIATE FUNDS: 277,798.91/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference:

Subtotal: 1 Sweep Principal Credit

\$277,798.91

Miscellaneous Credit(s)

Dollar Amount	Transaction Details
\$4.14	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 4.14/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX825 Transaction Reference: XXXXXXX065
\$2.14	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 2.14/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX825 Transaction Reference: XXXXXXX065
\$2.01	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 2.01/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX825 Transaction Reference: XXXXXXX065
\$1.56	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 1.56/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX825 Transaction Reference: XXXXXXX065
\$0.11	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 0.11/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX542 Transaction Reference: XXXXXXX070
\$0.09	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 0.09/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX616 Transaction Reference: XXXXXXX005
\$0.04	MISCELLANEOUS CREDIT IMMEDIATE FUNDS: 0.04/ 1 DAY FLOAT: 0.00/ 2 DAY FLOAT: 0.00/ 3 OR MORE DAY FLOAT: 0.00/ Bank Reference: XXXXXXX540 Transaction Reference: XXXXXXX070

Subtotal: 7 Miscellaneous Credit(s)**\$10.09****TOTAL CREDITS****\$1,730,025.19**

DEBITS**ACH Debit(s)**

Dollar Amount	Transaction Details
\$47,855.52	021406-HAVRE XXXXXX554 AC#XXXXXXXX6283 Bank Reference:
\$728.31	SETTLEMENTXXXXXXXX270 XXXXXXXXXXXX001 DISCOVER NETWORK Bank Reference: XXXXXX144 Transaction Reference: XXXXXX001

Subtotal: 2 ACH Debit(s)**\$48,583.83****Check(s) Paid**

Dollar Amount	Transaction Details
\$913,184.04	Bank Reference: 7716982 3456789012 Transaction Reference: 0000000012
\$900,061.00	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000013
\$121,600.00	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000018
\$55,121.00	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000001
\$48,400.00	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000044
\$20,371.00	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000014
\$10,146.76	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000022
\$4,233.00	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000089
\$910.96	Bank Reference: 7717164 2345678901 Transaction Reference: 0000000068
\$158.85	Bank Reference: XXXXXX643 Transaction Reference: XXXXXX059
\$4.35	Bank Reference: 7717228 1234567890 Transaction Reference: 0000000042

Subtotal: 11 Check(s) Paid**\$2,074,190.96****Target Balance Debit(s)**

Dollar Amount	Transaction Details
\$49,429,333.32	FUNDS TRANSFER TO DDA ACT XXX302016305 Bank Reference: XXXX000693
\$5,379,013.60	FUNDS TRANSFER TO DDA ACT XXX300504104 Bank Reference: XXXX000625
\$1,526,409.62	FUNDS TRANSFER TO DDA ACT XXX302016628 Bank Reference: XXXX000695

Subtotal: 3 Target Balance Debit(s)**\$56,334,756.54****Outgoing Wire Transfers**

Dollar Amount	Transaction Details
\$106,012,003.00	PAR Number: 0X1107501171 Fed Ref: 000006 Date/Time Completed: November 7,200X 08:03:08 CDT Repeat Code: 12345 Receiving Bank: ABCDEF Bank. Beneficiary Bank: E CREDIT UNION BANK LTD Beneficiary: 0123456799012345 SAMPLE CO GHIJ Beneficiary Ref: ITEM 12345

Originator to Beneficiary Info: FOR FURTHER CREDIT SAMPLE RECIPIENT XXXXXX ACCT NO 123456
Originator: 000123456789012 SAMPLE COMPANY ABC CITY ROAD 18 NORTH MINNEAPOLIS MN 55428
IMAD: 21156465654
Source: SPT Control Number: 12002
Initiated By: User1 on Wed Nov 11 14:00:46 CDT 200x
Approved By: User2 on Wed Nov 11 14:01:04 CDT 200x

\$13,424,624.16 PAR Number: 0X1107501181
Fed Ref: 000006
Date/Time Completed: November 7,200X 08:03:08 CDT
Repeat Code: 12345
Receiving Bank: ABCDEF Bank.
Beneficiary Bank: E CREDIT UNION BANK LTD
Beneficiary: 0123456799012345 SAMPLE CO GHIJ
Beneficiary Ref: ITEM 12345
Originator to Beneficiary Info: FOR FURTHER CREDIT SAMPLE RECIPIENT XXXXXX ACCT NO 123456
Originator: 000123456789012 SAMPLE COMPANY ABC CITY ROAD 18 NORTH MINNEAPOLIS MN 55428
IMAD: 21156465654
Source: SPT Control Number: 12002
Initiated By: User1 on Wed Nov 11 14:00:46 CDT 200x
Approved By: User2 on Wed Nov 11 14:01:04 CDT 200x

\$5,822,052.00 PAR Number: 0X1107501181
Fed Ref: 000006
Date/Time Completed: November 7,200X 08:03:08 CDT
Repeat Code: 12345
Receiving Bank: ABCDEF Bank.
Beneficiary Bank: E CREDIT UNION BANK LTD
Beneficiary: 0123456799012345 SAMPLE CO GHIJ
Beneficiary Ref: ITEM 12345
Originator to Beneficiary Info: FOR FURTHER CREDIT SAMPLE RECIPIENT XXXXXX ACCT NO 123456
Originator: 000123456789012 SAMPLE COMPANY ABC CITY ROAD 18 NORTH MINNEAPOLIS MN 55428
IMAD: 21156465654
Source: SPT Control Number: 12002
Initiated By: User1 on Wed Nov 11 14:00:46 CDT 200x
Approved By: User2 on Wed Nov 11 14:01:04 CDT 200x

\$4,821,000.00 PAR Number: 0X1107501181
Fed Ref: 000006
Date/Time Completed: November 7,200X 08:03:08 CDT
Repeat Code: 12345
Receiving Bank: ABCDEF Bank.
Beneficiary Bank: E CREDIT UNION BANK LTD
Beneficiary: 0123456799012345 SAMPLE CO GHIJ
Beneficiary Ref: ITEM 12345
Originator to Beneficiary Info: FOR FURTHER CREDIT SAMPLE RECIPIENT XXXXXX ACCT NO 123456
Originator: 000123456789012 SAMPLE COMPANY ABC CITY ROAD 18 NORTH MINNEAPOLIS MN 55428
IMAD: 21156465654
Source: SPT Control Number: 12002
Initiated By: User1 on Wed Nov 11 14:00:46 CDT 200x
Approved By: User2 on Wed Nov 11 14:01:04 CDT 200x

\$2,848,500.00 PAR Number: 0X1107501181
Fed Ref: 000006
Date/Time Completed: November 7,200X 08:03:08 CDT
Repeat Code: 12345
Receiving Bank: ABCDEF Bank.
Beneficiary Bank: E CREDIT UNION BANK LTD
Beneficiary: 0123456799012345 SAMPLE CO GHIJ
Beneficiary Ref: ITEM 12345
Originator to Beneficiary Info: FOR FURTHER CREDIT SAMPLE RECIPIENT XXXXXX ACCT NO 123456
Originator: 000123456789012 SAMPLE COMPANY ABC CITY ROAD 18 NORTH MINNEAPOLIS MN 55428
IMAD: 21156465654
Source: SPT Control Number: 12002
Initiated By: User1 on Wed Nov 11 14:00:46 CDT 200x

Approved By: User2 on Wed Nov 11 14:01:04 CDT 200x

\$109,000.00 PAR Number: 0X1107501181
Fed Ref: 000006
Date/Time Completed: November 7,200X 08:03:08 CDT
Repeat Code: 12345
Receiving Bank: ABCDEF Bank.
Beneficiary Bank: E CREDIT UNION BANK LTD
Beneficiary: 0123456799012345 SAMPLE CO GHIJ
Beneficiary Ref: ITEM 12345
Originator to Beneficiary Info: FOR FURTHER CREDIT SAMPLE RECIPIENT XXXXXX ACCT NO 123456
Originator: 000123456789012 SAMPLE COMPANY ABC CITY ROAD 18 NORTH MINNEAPOLIS MN 55428
IMAD: 21156465654
Source: SPT Control Number: 12002
Initiated By: User1 on Wed Nov 11 14:00:46 CDT 200x
Approved By: User2 on Wed Nov 11 14:01:04 CDT 200x

Subtotal: 5 Outgoing Wire Transfers

\$133,037,179.16

Securities Purchased

Dollar Amount	Transaction Details
\$530,774.66	SWEEP TO COMMERCIAL PAPER INVESTMENT Bank Reference: XXXXXXXX107

Subtotal: 1 Securities Purchased

\$530,774.66

Currency and Coin Shipped

Dollar Amount	Transaction Details
\$2,525.00	COIN/CURRENCY PURCHASED Bank Reference: XXXXXXXX641 Transaction Reference: XXXXXXXX062
\$2,300.00	COIN/CURRENCY PURCHASED Bank Reference: XXXXXXXX214 Transaction Reference: XXXXXXXX020
\$600.00	COIN/CURRENCY PURCHASED Bank Reference: XXXXXXXX261 Transaction Reference: XXXXXXXX005

Subtotal: 3 Currency and Coin Shipped

\$5,425.00

Miscellaneous Fee(s)

Dollar Amount	Transaction Details
\$63.64	Bank Reference: XXXXXXXX020
\$42.52	Bank Reference: XXXXXXXX020
\$34.90	Bank Reference: XXXXXXXX038
\$31.00	Bank Reference: XXXXXXXX042
\$21.00	Bank Reference: XXXXXXXX072
\$20.00	Bank Reference: XXXXXXXX073
\$18.00	Bank Reference: XXXXXXXX083
\$15.61	Bank Reference: XXXXXXXX013
\$11.01	Bank Reference: XXXXXXXX093
\$10.12	Bank Reference: XXXXXXXX088

Subtotal: 10 Miscellaneous Fee(s)

\$267.80

Miscellaneous Debit(s)

Dollar Amount	Transaction Details
---------------	---------------------

\$2,575.00	CIB BOOK TRANSFER INTO DDA XXXXXXXX068 Bank Reference:
\$0.71	Bank Reference: XXXXXXXX683 Transaction Reference: XXXXXXXX070
\$0.45	Bank Reference: XXXXXXXX567 Transaction Reference: XXXXXXXX044
\$0.09	Bank Reference: XXXXXXXX035 Transaction Reference: XXXXXXXX008

Subtotal: 4 Miscellaneous Debit(s)

\$2,576.25

TOTAL DEBITS

\$588,786.39

GRAND TOTAL

Ledger Balance	\$7,551,044.80
Collected + 1 Day	\$1,237,959.88
Opening Collected	\$1,769,895.39
One Day Float	\$7,105,807.43
2 Day Float	\$38,129.87
3 Day + Float	\$0.00
MTD Avg Collected	\$271,840.55
MTD Avg Neg Collected	-\$640,254.27
Total Amount of Credits	\$186,810,591.76
Number of Credits	32
Total Amount of Debits	\$192,033,754.20
Number of Debits	39

---End of Report---

Current Day ACH Summary and Detail

Sample Company A

SinglePoint

Reported Activity as of 11/07/200X

Printed on 11/07/200X at 03:23 PM CST



Bank Name	USBMN - US BANK OF MINNESOTA
Account Number	123456789012
Number of Credits	7
Total Amount of Credits	\$96,500.00
Number of Debits	1
Total Amount of Debits	\$58,000.00

ACH CREDITS

Dollar Amount	Transaction Details
Dollar Amount	Transaction Details
\$4,234.57	Bank Reference: 9876544 00000000000
\$1,236.58	Bank Reference: 234567 00000000000
\$807.23	Bank Reference: 9876543 00000000000

Subtotal 3 ACH Credits

\$6,278.38

Total Credits: 3

\$6,278.38

ACH DEBITS

Dollar Amount	Transaction Details
\$58,000.00	USATAXPMT9999999999 99999999999
\$2,000.00	USATAXPMT8888888888 88888888888

Subtotal: 2 ACH Debit(s)

\$60,000.00

Total Debits: 2

\$60,000.00

---End of Report---

Disclaimer: Since this report includes items received but not yet posted, actual posting may differ due to corrections or additional activity.

Current Day Summary and Detail

Sample Company A
SinglePoint
Reported Activity as of 11/07/200X
Printed on 11/07/200X at 03:24 PM CST



Bank Name	USBMN - US BANK OF MINNESOTA
Account Number	123456789012
Account Name	Sample Account A
Opening Ledger Balance	\$7,551,044.80
Interim Ledger	\$11,450,964.83
Opening Collected Balance	\$1,237,959.88
Interim 1 Day Float	\$2,316.89
Interim 2 Day Float	\$0.00
Interim 3 + Day Float	\$0.00
Collected Balance + 1 Day Float	\$1,240,276.77
Number of Credits	15
Total Amount of Credits	\$4,057,796.59
Number of Debits	10
Total Amount of Debits	\$158,146.56

CREDITS

Customer Deposit	
Dollar Amount	Transaction Details
\$3,901,247.75	Bank Reference: 1627983 00000000000
\$46,000.00	Bank Reference: 1611246 00000000000
\$8,400.00	Bank Reference: 7890123 00000000000
\$12,600.00	Bank Reference: 3456789 00000000000
\$8,400.00	Bank Reference: 8901234 00000000000
\$12,600.00	Bank Reference: 4567890 00000000000
\$8,400.00	Bank Reference: 67890123 00000000000
\$0.00	DEPOSIT/FLOAT ADJUSTMENT Bank Reference: 1122334 00000000000 One Day Float: \$2,316.89 Two Day Float: 0 Three Day+ Float: 0
Subtotal: 8 Customer Deposit(s)	
\$3,997,647.75	

Internal Wire Transfer Credit**Dollar Amount Transaction Details**

\$0.33	Amount: \$0.33 PAR Number: 0X1107000111 Date/Time: Date: 11/07/200X Time: 12:33:03 PM CST Debit Account: XXXXXXXX12345 - SINGLEPOINT ACCOUNT B Originator: Sample Company ABC City State Details: For further credit Sample Recipient XXXXXXXX
\$1.00	Amount: \$1.00 PAR Number: 0X1107000112 Date/Time: Date: 11/07/200X Time: 12:33:03 PM CST Debit Account: XXXXXXXX12345 - SINGLEPOINT ACCOUNT B Originator: Sample Company ABC City State Details: For further credit Sample Recipient XXXXXXXX
\$3.00	Amount: \$3.00 PAR Number: 0X1107000113 Date/Time: Date: 11/07/200X Time: 12:33:03 PM CST Debit Account: XXXXXXXX12345 - SINGLEPOINT ACCOUNT B Originator: Sample Company ABC City State Details: For further credit Sample Recipient XXXXXXXX
\$9.51	Amount: \$9.51 PAR Number: 0X1107000114 Date/Time: Date: 11/07/200X Time: 12:33:03 PM CST Debit Account: XXXXXXXX12345 - SINGLEPOINT ACCOUNT B Originator: Sample Company ABC City State Details: For further credit Sample Recipient XXXXXXXX
\$33.00	Amount: \$33.00 PAR Number: 0X1107000115 Date/Time: Date: 11/07/200X Time: 12:33:03 PM CST Debit Account: XXXXXXXX12345 - SINGLEPOINT ACCOUNT B Originator: Sample Company ABC City State Details: For further credit Sample Recipient XXXXXXXX
\$102.00	Amount: \$102.00 PAR Number: 0X1107000116 Date/Time: Date: 11/07/200X Time: 12:33:03 PM CST Debit Account: XXXXXXXX12345 - SINGLEPOINT ACCOUNT B Originator: Sample Company ABC City State Details: For further credit Sample Recipient XXXXXXXX

Subtotal: 6 Incoming Internal Wire Transfer(s)
\$148.84

Incoming Fedwire

Dollar Amount	Transaction Details
\$60,000.00	Bank Reference: 987654321011 Transaction Reference: 48982571 Amount: \$60,000.00 Beneficiary Bank: XYZ Bank Beneficiary Ref: RFB FIELD* Credit Account: XXXXXXXXX9012 Details: For further credit Sample Recipient XXXXXXXX Fed Ref: 000111 Initiated By: SampleUser2 on Fri November 07 16:54:16 CST 200X OMAD: Originator: Sample Company ABC City State PAR Number: 0X1107000117 Receiving Bank: 091000000 BANK STATE Repeat Code: 1234 Send Date: Friday, November 07, 200X Source: SPT Control Number: 123456

Subtotal: 1 Incoming Fedwire
\$60,000.00

Total Credits: 15
\$4,057,796.59

DEBITS

ACH Debit

Dollar Amount	Transaction Details
\$58,000.00	USATAXPMT3387702000 07737899193

Subtotal: 1 ACH Debit
\$58,000.00

Internal Wire Transfer Debit**Dollar Amount Transaction Details**

\$0.22	Amount: \$0.22 PAR Number: 0X1107000321 Send Date: Friday, November 7, 200X Repeat Code: Wire 38 Credit Account: XXXXXXXX1234 - SAMPLE CO 1234 Details: For further credit Sample Recipient XXXXXXXX Initiated by: User1 on Fri Nov 7 08:42:26 CST 200X Approved by: User2 on Fri Nov 7 08:44:26 CST 200X
\$1.00	Amount: \$1.00 PAR Number: 0X1107000322 Send Date: Friday, November 7, 200X Repeat Code: Wire 39 Credit Account: XXXXXXXX1234 - SAMPLE CO 1234 Details: For further credit Sample Recipient XXXXXXXX Initiated by: User1 on Fri Nov 7 08:42:26 CST 200X Approved by: User2 on Fri Nov 7 08:44:26 CST 200X
\$2.00	Amount: \$2.00 PAR Number: 0X1107000323 Send Date: Friday, November 7, 200X Repeat Code: Wire 40 Credit Account: XXXXXXXX1234 - SAMPLE CO 1234 Details: For further credit Sample Recipient XXXXXXXX Initiated by: User1 on Fri Nov 7 08:42:26 CST 200X Approved by: User2 on Fri Nov 7 08:44:26 CST 200X
\$9.34	Amount: \$9.34 PAR Number: 0X1107000324 Send Date: Friday, November 7, 200X Repeat Code: Wire 41 Credit Account: XXXXXXXX1234 - SAMPLE CO 1234 Details: For further credit Sample Recipient XXXXXXXX Initiated by: User1 on Fri Nov 7 08:42:26 CST 200X Approved by: User2 on Fri Nov 7 08:44:26 CST 200X
\$22.00	Amount: \$22.00 PAR Number: 0X1107000325 Send Date: Friday, November 7, 200X Repeat Code: Wire 42 Credit Account: XXXXXXXX1234 - SAMPLE CO 1234 Details: For further credit Sample Recipient XXXXXXXX Initiated by: User1 on Fri Nov 7 08:42:26 CST 200X Approved by: User2 on Fri Nov 7 08:44:26 CST 200X

\$101.00	Amount:	\$101.00
	PAR Number:	0X1107000326
	Send Date:	Friday, November 7, 200X
	Repeat Code:	Wire 43
	Credit Account:	XXXXXXXX1234 - SAMPLE CO 1234
	Details:	For further credit Sample Recipient XXXXXXXX
	Initiated by:	User1 on Fri Nov 7 08:42:26 CST 200X
	Approved by:	User2 on Fri Nov 7 08:44:26 CST 200X

Subtotal: 6 Incoming Internal Wire Transfer(s)
\$135.56

Customer Initiated Outgoing Fedwire

Dollar Amount	Transaction Details	
\$60,000.00	Approved By:	SampleUser1 on Fri November 07 16:54:16 CST 200X
	Beneficiary Bank:	1234567891 Main Bank
	Beneficiary Ref:	RFB FIELD*
	Credit Account:	XXXX00001234 FRB CITY
	Details:	For further credit Sample Recipient XXXXXXXX
	Fed Ref:	000123
	Initiated By:	SampleUser2 on Fri November 07 16:54:16 CST 200X
	OMAD:	34567
	Originator:	XXXX00001234 SAMPLE CO1234
	PAR Number:	0X1107000327
	Receiving Bank:	091000000 BANK STATE
	Repeat Code:	1234
	Send Date:	Friday, November 07, 200X
	Source:	SPT Control Number: 123456
\$40,000.00	Approved By:	SampleUser1 on Fri November 07 16:54:16 CST 200X
	Beneficiary Bank:	1234567891 Main Bank
	Beneficiary Ref:	RFB FIELD*
	Credit Account:	XXXX00001234 FRB CITY
	Details:	For further credit Sample Recipient XXXXXXXX
	Fed Ref:	001234
	Initiated By:	SampleUser2 on Fri November 07 16:54:16 CST 200X
	OMAD:	34567
	Originator:	XXXX00001234 SAMPLE CO1234
	PAR Number:	0X1107000328
	Receiving Bank:	091000000 BANK STATE
	Repeat Code:	1234
	Send Date:	Friday, November 07, 200X
	Source:	SPT Control Number: 123456

Subtotal: 2 Customer Initiated Outgoing Fed Wire(s)
\$100,000.00

Outgoing USD International**Dollar Amount Transaction Details**

\$11.00 Approved By: SampleUser1 on Fri November 07 16:54:16 CST 200X
Beneficiary Bank: FOREIGNBANK1234
Bank to Bank Info:
Beneficiary Ref:
Beneficiary: XX-123456 MODIFY INTL USD TEMPLAT
Details: For further credit Sample Recipient XXXXXXXX
Initiated By: SampleUser2 on Fri November 07 16:54:16 CST 200X
Intermediary Bank:
Originator: XXXX00001234 SAMPLE CO1234
PAR Number: 0X1107000329
Receiving Bank: 091000000 MAIN BANK
Send Date: Friday, November 07, 200X
Source: SPT Control Number: 123456
Swift Ref: IMT234567890
Value Date: Friday, November 07, 200X

Subtotal: 1 Outgoing USD International
\$11.00

Total Debits: 10
\$158,146.56

GRAND TOTALS

Opening Ledger Balance	\$7,551,044.80
Interim Ledger	\$11,450,964.83
Opening Collected Balance	\$1,237,959.88
Interim 1 Day Float	\$2,316.89
Interim 2 Day Float	\$0.00
Interim 3 + Day Float	\$0.00
Collected Balance + 1 Day Float	\$1,240,276.77
Number of Credits	15
Total Amount of Credits	\$4,057,796.59
Number of Debits	10
Total Amount of Debits	\$158,146.56

---End of Report---

Since this report includes items received but not yet posted, actual posting may differ due to corrections or additional activity.

DDA Checks Paid

Sample Company A

SinglePoint

Reported Activity as of 11/06/20XX

Printed on 11/07/20XX at 12:27 PM CST

**Account Number** 123456789012

Account Name Sample Account A

Bank Name US Bank MN

Date Paid	Check Number	Check Amount	Sequence Number
11/07/20XX	0000000535	\$2,459,926.23	0000061234
11/07/20XX	0000000401	\$2,450,086.17	0000221234
11/07/20XX	0000000968	\$2,278,886.43	0040361234
11/07/20XX	0000000461	\$2,253,091.16	0000061235
11/07/20XX	0000000535	\$1,964,966.78	0000221236
11/07/20XX	0000000422	\$1,746,118.21	0040312340
11/07/20XX	0000000288	\$1,588,795.56	0000061236
11/07/20XX	0000000281	\$1,320,924.38	0000221238
11/07/20XX	0000000104	\$1,128,046.44	0040263446
11/07/20XX	0000000289	\$977,287.92	0000061237
11/07/20XX	0000000277	\$872,994.10	0000221240
11/07/20XX	0000000239	\$793,506.19	0040214552
11/07/20XX	0000000156	\$719,361.08	0000061238
11/07/20XX	0000000133	\$618,343.01	0000221242
11/07/20XX	0000000115	\$602,868.35	0040165658
11/07/20XX	0000000324	\$587,548.03	0000061239
11/07/20XX	0000000336	\$535,469.55	0000221244
11/07/20XX	0000000108	\$511,145.78	0040116764
11/07/20XX	0000000383	\$490,428.47	0000061240
11/07/20XX	0000000111	\$479,409.31	0000221246
11/07/20XX	0000000347	\$390,856.48	0040067870
11/07/20XX	0000000109	\$368,039.62	0000061241
11/07/20XX	0000000318	\$340,014.87	0000221248
11/07/20XX	0000000265	\$334,147.74	0040018976
11/07/20XX	0000000256	\$321,064.51	0000061242
11/07/20XX	0000000344	\$286,186.49	0000221250
11/07/20XX	0000000212	\$280,554.46	0039970082
11/07/20XX	0000000095	\$278,764.06	0000061243
11/07/20XX	0000000341	\$276,876.51	0000221252
11/07/20XX	0000000043	\$246,098.81	0039921188
11/07/20XX	0000000180	\$183,073.84	0000061244
11/07/20XX	0000000187	\$178,557.57	0000221254
11/07/20XX	0000000187	\$178,557.57	0039872294
11/07/20XX	0000000187	\$178,557.57	0000061245
11/07/20XX	0000000187	\$178,557.57	0039823400
11/07/20XX	0000000187	\$178,557.57	0000061246
11/07/20XX	0000000216	\$175,081.14	0000221258
11/07/20XX	0000000069	\$172,437.30	0039774506
11/07/20XX	0000000069	\$172,437.30	0000061247
11/07/20XX	0000000170	\$169,779.69	0000221260
11/07/20XX	0000000173	\$168,977.40	0039725612
11/07/20XX	0000000195	\$151,077.93	0000061248
11/07/20XX	0000000119	\$150,091.81	0000221262
11/07/20XX	0000000186	\$144,903.45	0039676718
11/07/20XX	0000000098	\$129,563.45	0000061249
11/07/20XX	0000000082	\$127,400.67	0000221264
11/07/20XX	0000000119	\$122,049.26	0039627824

11/07/20XX	0000000125	\$120,085.68	0000061250
11/07/20XX	0000000058	\$108,361.06	0000221266
11/07/20XX	0000000119	\$103,941.85	0039578930
11/07/20XX	0000000132	\$103,747.71	0000061251
11/07/20XX	0000000085	\$98,080.00	0000221268
11/07/20XX	0000000142	\$95,049.18	0039530036
11/07/20XX	0000000110	\$80,160.15	0000061252
11/07/20XX	0000000113	\$77,177.69	0000221270
11/07/20XX	0000000107	\$75,649.99	0039481142
11/07/20XX	0000000041	\$70,902.04	0000061253
11/07/20XX	0000000076	\$70,537.77	0000221272
11/07/20XX	0000000105	\$61,591.49	0039432248
11/07/20XX	0000000055	\$61,557.91	0000061254
11/07/20XX	0000000064	\$60,736.84	0000221274
11/07/20XX	0000000042	\$54,039.26	0039383354
11/07/20XX	0000000039	\$54,036.24	0000061255
11/07/20XX	0000000031	\$49,466.10	0000221276
11/07/20XX	0000000043	\$46,537.26	0039334460
11/07/20XX	0000000040	\$46,017.48	0000061256
Totals:	66	\$31,699,143.49	

Account Number	123456789012
Account Name	Sample Account A
Bank Name	US Bank MN

Date Paid	Check Number	Check Amount	Sequence Number
11/07/20XX	0000000052	\$40,540.43	0000061258
11/07/20XX	0000000039	\$36,989.73	0000221282
11/07/20XX	0000000048	\$34,905.51	0039187778
11/07/20XX	0000000033	\$28,455.01	0000061259
11/07/20XX	0000000018	\$11,959.16	0000221284
11/07/20XX	0000000011	\$11,612.37	0039138884
Totals:	6	\$164,462.21	
Grand Totals:	72	\$31,863,605.70	

---End of Report---

Settlement Report

Reporting Level: Client Group & Chain

Level Value: 10 & 68

From Date: 01-MAY-2005

To Date: 07-MAY-2005

Download Options: [Microsoft Excel 97](#), [Comma Separated Value \(CSV\)](#)

Merchant No.	Business Name	Deposit Date	Paid by Merchant Services	Paid by Others	Total Deposited
4002367542	JUNCTION RIVER ELECTRICAL	5/7/2005	\$396.53	\$0.00	\$396.53
685400000088112	TALLULAH RIVER ELECTRIC	5/7/2005	\$475.73	\$0.00	\$475.73
4002317450	HOUSTON ELECTRICAL	5/6/2005	\$3,489.65	\$0.00	\$3,489.65
4002367542	JUNCTION RIVER ELECTRICAL	5/6/2005	\$5,356.39	\$63.24	\$5,419.63
685400000081569	TRI COUNTY EC FL	5/6/2005	\$1,512.58	\$0.00	\$1,512.58
685400000088112	TALLULAH RIVER ELECTRIC	5/6/2005	\$7,114.04	\$0.00	\$7,114.04
4002317450	HOUSTON ELECTRICAL	5/5/2005	\$3,293.82	\$0.00	\$3,293.82
4002367542	JUNCTION RIVER ELECTRICAL	5/5/2005	\$2,629.73	\$0.00	\$2,629.73
685400000079400	CATO ELECTRIC	5/5/2005	\$1,520.24	\$100.80	\$1,621.04
685400000088112	TALLULAH RIVER ELECTRIC	5/5/2005	\$6,065.69	\$0.00	\$6,065.69
4002317450	HOUSTON ELECTRICAL	5/4/2005	\$3,680.62	\$0.00	\$3,680.62
4002367542	JUNCTION RIVER ELECTRICAL	5/4/2005	\$3,615.38	\$0.00	\$3,615.38
685400000079400	CATO ELECTRIC	5/4/2005	\$1,503.66	\$214.59	\$1,718.25
685400000081539	TRI COUNTY EC FL	5/4/2005	\$1,513.17	\$0.00	\$1,513.17
685400000088112	TALLULAH RIVER ELECTRIC	5/4/2005	\$5,945.51	\$0.00	\$5,945.51
4002317450	HOUSTON ELECTRIC	5/3/2005	\$3,774.58	\$0.00	\$3,774.58
4002367542	JUNCTION RIVER ELECTRICAL	5/3/2005	\$3,608.50	\$0.00	\$3,608.50
685400000079400	CATO ELECTRIC	5/3/2005	\$2,883.08	\$0.00	\$2,883.08
685400000081569	TRI COUNTY EC FL	5/3/2005	\$1,686.10	\$0.00	\$1,686.10
685400000088112	TALLULAH RIVER ELECTRIC	5/3/2005	\$5,718.63	\$0.00	\$5,718.63
4002317450	HOUSTON ELECTRIC	5/2/2005	\$2,620.15	\$0.00	\$2,620.15
4002367542	JUNCTION RIVER ELECTRICAL	5/2/2005	\$4,137.89	\$0.00	\$4,137.89
685400000079400	CATO ELECTRIC	5/2/2005	\$2,364.24	\$0.00	\$2,364.24
685400000081569	TRI COUNTY EC FL	5/2/2005	\$1,184.29	\$0.00	\$1,184.29
685400000088112	TALLULAH RIVER ELECTRIC	5/2/2005	\$8,564.50	\$0.00	\$8,564.50
685400000079400	CATO ELECTRIC	5/1/2005	\$241.66	\$0.00	\$241.66
685400000081569	TALLULAH RIVER ELECTRIC	5/1/2005	\$1,321.28	\$0.00	\$1,321.28

Grand Total:

\$86,217.64

\$378.63

\$86,596.27

Batch Summary

Deposit Date: 05/04/2005

Merchant No: 685400000079400

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Deposit Date	Batch No.	Items	Paid By Mer. Services	Paid by Others	Total Deposited
5/4/2005	113	2	\$136.81	\$0.00	\$136.81
5/4/2005	109	2	\$261.13	\$0.00	\$261.13
5/4/2005	956	12	\$565.22	\$214.59	\$779.81
5/4/2005	105	3	\$193.85	\$0.00	\$193.85
5/4/2005	113	3	\$215.24	\$0.00	\$215.24
5/4/2005	210	2	\$131.41	\$0.00	\$131.41
Grand Total:			\$1,503.66	\$214.59	\$1,718.25

Batch Detail

Merchant No: 685400000079400

Batch Number: 956

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Card Type	Items	Sum of Sales	Sum of Credits	Net Total
AX	1	\$142.18	\$0.00	\$142.18
MC	2	\$95.24	(\$22.73)	\$72.51
VI	3	\$370.00	(\$27.96)	\$342.04
ECS	3	\$112.35	\$0.00	\$112.35
DB	2	\$38.32	\$0.00	\$38.32
DISC	1	\$72.41	\$0.00	\$72.41
<u>All Cards</u>	12	\$830.50	(\$50.69)	\$779.81

Transaction Summary

Merchant No: 685400000079400

Card Type: ALL

Download Options: [Microsoft Excel 97](#), [Comma Separated Value \(CSV\)](#)

Merchant No.	Store No.	Card Type	Card No.	Trans. Type	Trans. Amount	Trans. Date	Post Date	Auth. Code
685400000079400	0	AX	378574*****8008	Sale	\$142.18	5/4/2005	5/4/2005	244928
685400000079400	0	MC	443050*****8848	Sale	\$95.24	5/4/2005	5/4/2005	897676
685400000079400	0	MC	588880*****6634	Credit	(\$22.73)	5/4/2005	5/4/2005	D24976
685400000079400	0	VI	443050*****8848	Sale	\$126.00	5/4/2005	5/4/2005	897622
685400000079400	0	VI	588880*****6634	Sale	\$244.00	5/4/2005	5/4/2005	G28976
685400000079400	0	VI	443050*****8848	Credit	(\$27.96)	5/4/2005	5/4/2005	868676
685400000079400	0	ECS	588880*****6634	Sale	\$56.18	5/4/2005	5/4/2005	224976
685400000079400	0	ECS	443050*****8848	Sale	\$12.75	5/4/2005	5/4/2005	899576
685400000079400	0	ECS	588880*****6634	Sale	\$43.42	5/4/2005	5/4/2005	E24676
685400000079400	0	DB	943050*****8848	Sale	\$29.21	5/4/2005	5/4/2005	897679
685400000079400	0	DB	288880*****6634	Sale	\$9.11	5/4/2005	5/4/2005	D24886
685400000079400	0	DISC	643050*****8848	Sale	\$72.41	5/4/2005	5/4/2005	947676
Grand Total:					\$779.81			

Transaction Detail

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MPS Reference No:	44261097
Batch No:	11305050230
Transaction Reference No:	44261097
Merchant Batch:	113
Inv./Tkt. :	20620
Sales Tax Amount:	0
Cash back Amount:	.
Merchant Category Code:	4900
AVS Resp. Code:	N
Purchase Type:	Sale
Sales Tax Indicator:	N
Customer Code:	20620
Purchase Identification:	.
Expiration Date:	3-Jul
Auth Approval Code:	897676
POS Entry Mode:	K
Check No:	0
Bank Routing No:	0
Qualification:	UTILITY D
Card Class:	MC CHECK ACCESS CARD FOREIGN
Card Type:	MC
Mail Phone Indicator:	7
Market Indicator:	.
Custom Data1:	*70000206200

Authorization Detail

Auth. Amount	Account No	Auth. Response Code	Approval Code	Auth. Date	Auth. Time
\$95.24	443050*****8848	A	897676	5/24/2005	9:13:47

Settlement By Card Type

Reporting Level: Merchant

Level Value: 10 & 68

From Date: 01-MAY-2005

To Date: 07-MAY-2005

Download Options: [Microsoft Excel 97](#), [Comma Separated Value \(CSV\)](#)

Merchant No.	Store No.	Card Type	Deposit Date	Batch No.	Items	Sales Amount	Credit Amount	Net Total
9887946763	0	AX	5/9/2005	984	22	\$1,196.71	\$0.00	\$1,196.71
9887946763	0	DI	5/9/2005	984	8	\$516.62	\$0.00	\$516.62
9887946763	0	MC	5/9/2005	984	42	\$2,356.56	\$0.00	\$2,356.56
9887946763	0	VI	5/9/2005	984	162	\$9,482.45	\$0.00	\$9,482.45
9887946763	0	AX	5/10/2005	985	8	\$295.19	\$0.00	\$295.19
9887946763	0	DI	5/10/2005	985	2	\$103.39	\$0.00	\$103.39
9887946763	0	MC	5/10/2005	985	13	\$475.79	\$0.00	\$475.79
9887946763	0	VI	5/10/2005	985	31	\$1,423.94	\$0.00	\$1,423.94
9887946763	0	AX	5/12/2005	987	10	\$347.65	\$0.00	\$347.65
9887946763	0	AX	5/12/2005	986	12	\$740.64	\$0.00	\$740.64
9887946763	0	DC	5/12/2005	987	1	\$26.50	\$0.00	\$26.50
9887946763	0	DI	5/12/2005	987	3	\$121.37	\$0.00	\$121.37
9887946763	0	DI	5/12/2005	986	4	\$138.80	\$0.00	\$138.80
9887946763	0	MC	5/12/2005	986	15	\$725.18	\$0.00	\$725.18
9887946763	0	MC	5/12/2005	987	23	\$885.39	\$0.00	\$885.39
9887946763	0	VI	5/12/2005	987	43	\$1,864.95	\$0.00	\$1,864.95
9887946763	0	VI	5/12/2005	986	46	\$1,942.67	\$0.00	\$1,942.67
9887946763	0	AX	5/13/2005	988	23	\$1,471.11	\$0.00	\$1,471.11
9887946763	0	DC	5/13/2005	988	2	\$115.69	\$0.00	\$115.69
9887946763	0	DI	5/13/2005	988	4	\$125.34	\$0.00	\$125.34
9887946763	0	MC	5/13/2005	988	28	\$1,016.44	\$0.00	\$1,016.44
9887946763	0	VI	5/13/2005	988	63	\$2,662.70	\$0.00	\$2,662.70
9887946763	0	AX	5/14/2005	989	11	\$418.08	\$0.00	\$418.08
9887946763	0	DI	5/14/2005	989	2	\$165.30	\$0.00	\$165.30
9887946763	0	MC	5/14/2005	989	29	\$1,377.61	\$0.00	\$1,377.61
9887946763	0	VI	5/14/2005	989	108	\$4,448.49	\$0.00	\$4,448.49
9887946763	0	AX	5/15/2005	990	22	\$1,101.54	\$0.00	\$1,101.54
9887946763	0	DI	5/15/2005	990	7	\$226.37	\$0.00	\$226.37
9887946763	0	MC	5/15/2005	990	68	\$2,772.36	\$0.00	\$2,772.36
9887946763	0	VI	5/15/2005	990	170	\$7,386.58	\$0.00	\$7,386.58
9887946763	0	AX	5/16/2005	991	19	\$906.29	\$0.00	\$906.29
9887946763	0	DI	5/16/2005	991	3	\$304.84	\$0.00	\$304.84
9887946763	0	MC	5/16/2005	991	50	\$2,373.55	\$0.00	\$2,373.55
9887946763	0	VI	5/16/2005	991	138	\$5,772.63	\$0.00	\$5,772.63
9887946763	0	AX	5/17/2005	992	9	\$280.00	\$0.00	\$280.00
9887946763	0	DI	5/17/2005	992	2	\$64.37	\$0.00	\$64.37
9887946763	0	MC	5/17/2005	992	21	\$992.60	\$0.00	\$992.60
9887946763	0	VI	5/17/2005	992	47	\$1,923.89	\$0.00	\$1,923.89
9887946763	0	AX	5/18/2005	993	7	\$284.34	\$0.00	\$284.34

Qualification Transaction Summary

Reporting Level: Merchant
Level Value: 9508151612
From Date: 01-MAY-2005
To Date: 01-JUN-2005

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Cardholder Number	Best Expected Rate	Card Type/Class	Actual Qual Rate	Transaction Amount	Transaction Date	Transaction Type	Downgrade Reason Description
401663*****1666	CPS RETAIL	VI	US COMM L3	\$20.99	5/16/2005	Sale	POS ENTRY NOT COMPLETE MAG STRPE
401611*****3196	CPS RETAIL	VI	US COMM L2	\$33.38	5/3/2005	Sale	INVALID CARDHOLDER ID
				\$47.09	5/23/2005	Sale	INVALID POS TERMINAL CAPABILITY
510776*****8885	MERIT 1 D	MC	STANDARD D	\$34.26	5/21/2005	Sale	INVALID BANKNET DATE
558862*****1536	FACE-FACE	MC	C DATA I	\$2,120.63	5/20/2005	Sale	POS ENTRY CODE NOT FACE-TO-FACE
451663*****8102	CPS RETAIL	VI	CORP STND	\$20.00	5/29/2005	Sale	MISSING VALIDATION CODE
							INVALID MERCHANT SIC CODE
							AUTH DATE TIMELINESS
							INVALID AUTH CHAR INDICATOR
							MISSING TRANSACTION ID
							POS ENTRY NOT COMPLETE MAG STRPE

Qualification Transaction Detail

[Download Options: Text \(Will likely open in Microsoft Word\)](#)

Account Number:	547206*****1024
Merchant ID:	9008151612
Authorization Amount:	20.99
Authorization Date:	5/16/2005
Authorization Time:	16:03:04
Authorization Response Code:	A
Authorization Approval Code:	58116
Authorization Source:	5
Auth Char Indicator (ACI):	E
AVS Resp. Code:	.
Purchase Type:	Sale
Merchant Class Type:	Retail
Sales Tax Indicator:	.
Sales Tax Amount:	.
Cardholder ID:	401663*****1666
Merchant Category Code:	5541
POS Entry Mode:	S
POS Terminal Indicator:	.
Transaction Type:	Sale
VISA Tran ID:	15136721837636
VISA Validation Code:	8376
MC Banknet Ref No:	.
MC Banknet Ref Date:	

Downgrades By Interchange Level

Reporting Level: Merchant

Level Value: 9508151612

From Date: 01-MAY-2005

To Date: 01-JUN-2005

Download Options: [Microsoft Excel 97, Comma Separated Value \(CSV\)](#)

Card Class	Qualification Level	\$ Trans	No. of Trans	Percent of Trans
MASTERCARD COMMERCIAL	C DATA I	\$3,175.18	38	100.00%
Sub-Total: MASTERCARD COMMERCIAL		\$3,175.18	38	100.00%
MASTERCARD PRESENT	MERIT I	\$84.22	1	100.00%
Sub-Total: MASTERCARD PRESENT		\$84.22	1	100.00%
VISA CARD NOT PRESENT	EIRF	\$8,001.86	71	100.00%
Sub-Total: VISA CARD NOT PRESENT		\$8,001.86	71	100.00%
VISA CARD PRESENT	EIRF	\$347.81	2	0.21%
	REWARDS 1	\$99,556.62	966	99.79%
Sub-Total: VISA CARD PRESENT		\$99,904.43	968	100.00%
VISA COMMERCIAL	COMM ELEC	\$4,850.35	41	97.62%
	CORP STND	\$115.49	1	2.38%
Sub-Total: VISA COMMERCIAL		\$4,965.84	42	100.00%
VISA DEBIT CARD NOT PRESENT	EIRF D	\$4,167.30	53	100.00%
Sub-Total: VISA DEBIT CARD NOT PRESENT		\$4,167.30	53	100.00%
Grand Total:		\$120,298.83	1,173	

Reporting Level: Merchant
Level Value: 4230700088
From Date: 01-MAY-2005
To Date: 01-JUN-2005
Card Class: VISA CHECK ACCESS CARD FOREIGN
Total Transactions: 9
Total Amount: \$132.21

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Reason Downgraded	% Trans	# Trans	\$ Trans
AUTH DATE TIMELINESS	11.11%	1	\$14.69
INVALID AUTH CHAR INDICATOR	11.11%	1	\$14.69
INVALID AUTHORIZATION AMOUNT	11.11%	1	\$14.69
INVALID CARDHOLDER ID	11.11%	1	\$14.69
INVALID MOTO MAIL-PHONE CODE	11.11%	1	\$14.69
MISSING PURCHASE ID	11.11%	1	\$14.69
MISSING TELEPHONE NUMBER	11.11%	1	\$14.69
MISSING TRANSACTION ID	11.11%	1	\$14.69
MISSING VALIDATION CODE	11.11%	1	\$14.69

Interchange Qualification Summary

Reporting Level: Merchant

Level Value: 9508151612

From Date: 01-MAY-2005

To Date: 01-JUN-2005

Download Options: [Microsoft Excel 97, Comma Separated Value \(CSV\)](#)

Card Type	Interchange Level	No. of Transactions	Net Sales	Average Ticket	Percent of Trans
MASTER	C DATA I	38	\$3,175.18	\$83.56	1.28%
	CORP INTL	1	\$34.13	\$34.13	0.03%
	INTL ELEC	75	\$8,665.60	\$115.54	2.54%
	INTL STND	2	\$163.83	\$81.92	0.07%
	KEY ENTE D	27	\$2,296.11	\$85.04	0.91%
	KEY ENTERD	29	\$2,884.76	\$99.47	0.98%
	MC REF G3D	78	\$7,236.41	\$92.77	2.64%
	MC REFCON4	215	\$19,522.78	\$90.80	7.27%
	MC REFCRP2	5	\$297.80	\$59.56	0.17%
	MCW KEYED	3	\$129.55	\$43.18	0.10%
	MCW MERIT3	499	\$59,275.90	\$118.79	16.87%
	MERIT 3 D	838	\$68,344.90	\$81.56	28.33%
	MERIT I	1	\$84.22	\$84.22	0.03%
	MERIT III	1,147	\$114,447.14	\$99.78	38.78%
Sub-Total: MASTER		2,958	\$286,558.31	\$1,170.32	100.00%
VISA	COMM ELEC	41	\$4,850.35	\$118.30	0.83%
	CORP STND	1	\$115.49	\$115.49	0.02%
	CPS RETAIL	1,275	\$133,938.17	\$105.05	25.80%
	CR CONS D	149	\$11,597.53	\$77.84	3.01%
	EIRF	73	\$8,349.67	\$114.38	1.48%
	EIRF D	53	\$4,167.30	\$78.63	1.07%
	RETAIL D	2,096	\$168,484.88	\$80.38	42.41%
	REWARDS 1	966	\$99,556.62	\$103.06	19.55%
	US CR COMM	2	\$247.00	\$123.50	0.04%
	US CR CONS	286	\$25,348.10	\$88.63	5.79%
Sub-Total: VISA		4,942	\$456,655.11	\$1,005.26	100.00%

Grand Total: **7,900** **\$743,213.42** **\$2,175.58**

Chargeback List

Reporting Level: Client Group & Chain

Level Value: 3 & 99999

From Date: 01-FEB-2006

To Date: 16-FEB-2006

Download Options: [Microsoft Excel 97 Comma Separated Value \(CSV\)](#)

Case ID	Account No.	Usage Code/Desc.	Status	Merchant Name	Store No.	Merchant ID	Financial Action Amount	Financial Action	Financial Action Date	Transaction Date	Response Expiration	Days Left To Respond	Reason Code	Reason Code Desc.
1985277895	536225*****3980	First Chargeback	Pending	SPORTS TIME AT THE GROVE	342	6548874656	\$330.13	Debit	2/9/2006	1/3/2006	3/25/2006	44	4837	No Cardholder Authorization
1985187763	518338*****5500	First Chargeback	Reversed	SPORTS TIME AT THE GROVE	342	6548874656	(\$216.50)	Credit	2/7/2006	10/6/2005	2/26/2006	19	4837	No Cardholder Authorization
1985256985	536225*****3980	First Chargeback	Reversed	SPORTS TIME SUGAR MILLS	224	6547943182	(\$318.49)	Credit	2/7/2006	11/25/2005	3/19/2006	40	4837	No Cardholder Authorization
1985256985	518338*****5500	First Chargeback	Pending	SPORTS TIME SUGAR MILLS	224	6547943182	\$318.49	Debit	2/3/2006	11/25/2005	3/19/2006	44	4837	No Cardholder Authorization
1985165398	536225*****3980	First Chargeback	Reversed	SEVIERVILLE FACTORY STORE	247	6543215345	(\$21.89)	Credit	2/13/2006	10/13/2005	2/19/2006	6	82	Duplicate Processing
1985251693	518338*****5500	First Chargeback	Reversed	PARK CITY FACTORY STORE	62	6543218528	(\$232.79)	Credit	2/3/2006	11/27/2005	3/18/2006	43	4837	No Cardholder Authorization
1985251693	536225*****3980	First Chargeback	Pending	PARK CITY FACTORY STORE	62	6543218528	\$232.79	Debit	2/2/2006	11/27/2005	3/18/2006	44	4837	No Cardholder Authorization
1985061789	518338*****5500	First Chargeback	Reversed	SARASOTA FACTORY STORE	63	6543218582	(\$291.68)	Credit	2/3/2006	11/25/2005	3/16/2006	41	81	Fraud-Card Present Environment
1985288323	536225*****3980	First Chargeback	Pending	CAMARILLO FACTORY STORE	64	6543218494	\$123.30	Debit	2/13/2006	12/17/2005	3/28/2006	43	4837	No Cardholder Authorization
1985988877	518338*****5500	First Chargeback	Reversed	GROVE CITY FACTORY STORE	65	6543218486	(\$309.94)	Credit	2/3/2006	10/12/2005	3/14/2006	39	4837	No Cardholder Authorization
1985207123	536225*****3980	First Chargeback	Reversed	NAPLES FACTORY STORE	67	6543218468	(\$316.86)	Credit	2/3/2006	12/1/2005	3/5/2006	30	4837	No Cardholder Authorization
1985277103	518338*****5500	First Chargeback	Reversed	CLINTON FACTORY STORE	68	6543218452	(\$16.95)	Credit	2/3/2006	12/17/2005	3/16/2006	41	4834	Duplicate Processing
1985268607	601100*****1300	First Chargeback	Pending	VACAVILLE FACTORY STORE	72	6543218411	\$214.70	Debit	2/8/2006	12/28/2005	3/18/2006	38	UA	Unauthorized Purchase
1985139181	518338*****5500	First Chargeback	Pending	CASTLE ROCK FACTORY STORE	73	6543218483	\$400.00	Debit	2/6/2006	12/21/2005	3/20/2006	42	81	Fraud-Card Present Environment
1985139180	536225*****3980	First Chargeback	Pending	CASTLE ROCK FACTORY STORE	73	6543218483	\$400.00	Debit	2/6/2006	12/21/2005	3/20/2006	42	81	Fraud-Card Present Environment
1985139176	518338*****5500	First Chargeback	Pending	CASTLE ROCK FACTORY STORE	73	6543218483	\$372.90	Debit	2/6/2006	12/21/2005	3/20/2006	42	81	Fraud-Card Present Environment
1985075379	536225*****3980	First Chargeback	Reversed	TUCSON FACTORY STORE	75	6543218387	(\$306.18)	Credit	2/7/2006	10/31/2005	2/24/2006	17	81	Fraud-Card Present Environment
1985277126	518338*****5500	First Chargeback	Reversed	NORTH BEND FACTORY STORE	76	6543218379	(\$216.74)	Credit	2/7/2006	1/21/2006	3/17/2006	38	4837	No Cardholder Authorization
1985277126	536225*****3980	First Chargeback	Pending	NORTH BEND FACTORY STORE	76	6543218379	\$216.74	Debit	2/2/2006	1/21/2006	3/17/2006	43	4837	No Cardholder Authorization
1985257989	518338*****5500	First Chargeback	Pending	BOSTON SPORTS TIME	82	6543218328	\$150.00	Debit	2/6/2006	1/4/2006	3/19/2006	41	4808	Requested/Required Authorization Not Obtained
1985037238	536225*****3980	First Chargeback	Reversed	BOSTON SPORTS TIME	82	6543218328	(\$470.00)	Credit	2/13/2006	11/12/2005	3/10/2006	25	81	Fraud-Card Present Environment
1985288322	518338*****5500	First Chargeback	Pending	NEW YORK SPORTS TIME	84	6543218296	\$309.94	Debit	2/13/2006	12/30/2005	3/28/2006	43	4837	No Cardholder Authorization
1985287057	536225*****3980	First Chargeback	Pending	NEW YORK SPORTS TIME	84	6543218296	\$495.93	Debit	2/13/2006	1/21/2006	3/27/2006	42	4837	No Cardholder Authorization
1985279766	518338*****5500	First Chargeback	Reversed	NEW YORK SPORTS TIME	84	6543218296	(\$162.56)	Credit	2/16/2006	11/19/2005	3/26/2006	38	4837	No Cardholder Authorization

Chargeback Detail

[Download Options: Text \(Will likely open in Microsoft Word\)](#)

Merchant Information

Merchant ID:	6548874656
Merchant Name:	SPORTS TIME AT THE GROVE
Store No. :	342
DDA:	.

Transaction Information

Transaction Amount:	\$330.13
Transaction (Auth) Date:	1/3/2006
Account No.:	536225*****3980
Credit Card Type:	MC
Issuing Bank:	CITIBANK N.A.
Airline Ticket No. :	.
ARN No.:	55417346004690042999999
Authorization Code:	11062B

Case Information

Case ID:	1007522275
Usage Code/Desc. :	First Chargeback
Response Status:	Pending
Case Created:	2/9/2006
Case Age:	-8
Response Expiration:	3/15/2006
Days Left To Respond:	26
Debit/Credit Amount:	\$330.13
Financial Action Date:	2/9/2006
Financial Status:	Posted
Financial Action:	Debit
Chargeback Critical Date:	3/25/2006
Reason Code:	4837
Reason Code Desc. :	No Cardholder Authorization

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Chargeback Profile

Reporting Level: Client Group & Chain

Level Value: 3 & 99999

From Date: 01-MAY-2005

To Date: 01-JUN-2005

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Card Type	Description	Reason Code	Count	Amount	Percent
MASTER	Account Number Not on File	4812	2	\$262.30	14.29%
	Non-Receipt of Merchandise	4855	2	\$631.02	14.29%
	No Cardholder Authorization	4837	8	\$4,104.15	57.14%
	Cardholder Does Not Recognize-Potential Fraud	4863	1	\$5,972.99	7.14%
	Requested/Required Authorization Not Obtained	4808	1	\$1,609.14	7.14%
Sub-Total: MASTER			14	\$12,579.60	100.00%
VISA	Credit not Processed	85	2	\$134.43	15.38%
	Illegible Fulfillment	60	1	\$76.34	7.69%
	Transaction Not Recognized	75	1	\$54.69	7.69%
	Pre-Arbitration/Arbitration	97	1	\$21.52	7.69%
	Fraud-Card Absent Environment	83	1	\$358.52	7.69%
	Fraud-Card Present Environment	81	3	\$1,499.91	23.08%
	Fraudulent Transaction-Card Absent Environment	83	4	\$703.55	30.77%
Sub-Total: VISA			13	\$2,848.96	100.00%

Grand Total

27

\$15,428.56

Retrieval List

Reporting Level: Client Group & Chain

Level Value: 3 & 99999

From Date: 01-MAY-2005

To Date: 01-JUN-2005

Download Options: [Microsoft Excel 97, Comma Separated Value \(CSV\)](#)

Case ID	Card Number	Ticket Number	Status	Merchant No	Store No.	Retrieval Amount	Retrieval Date	Transaction Date	Transaction Amount	Fulfilled Date	Expire Date	Sub Copy Provided By Bank?
1004597463	438854*****8532		Pending	9608078479	38	\$162.11	5/28/2005	5/11/2005	\$162.11		6/25/2005	N
1004597462	438857*****0941		Pending	9608078478	14	\$180.20	5/28/2005	5/8/2005	\$180.20		6/25/2005	N
1004597452	438857*****0941		Pending	9608078478	14	\$211.99	5/28/2005	5/8/2005	\$211.99		6/25/2005	N
1004580102	546616*****4271		Fulfilled	9608078478	14	\$40.70	5/21/2005	5/6/2005	\$40.70	5/27/2005	6/19/2005	Y
1004534058	487309*****2312		Fulfilled	9608078478	14	\$234.90	5/5/2005	4/21/2005	\$234.90	5/26/2005	6/2/2005	Y
1004600157	435688*****0757		Pending	9608078404	25	\$647.96	5/31/2005	5/10/2005	\$647.96		6/26/2005	N
1004586614	446539*****4296		Fulfilled	9608078770	56	\$743.73	5/25/2005	8/11/2004	\$743.73	5/25/2005	6/22/2005	Y
1004570853	414720*****3564		Fulfilled	9608078770	56	\$66.24	5/18/2005	4/20/2005	\$66.24	5/27/2005	6/15/2005	Y
1004534057	438852*****2972		Fulfilled	9608078764	18	\$45.80	5/5/2005	4/3/2005	\$45.80	5/26/2005	6/2/2005	Y
1004534056	438852*****2972		Fulfilled	9608078764	18	\$38.94	5/5/2005	4/3/2005	\$38.94	5/27/2005	6/2/2005	Y
1004522742	546638*****4305		Fulfilled	9608078297	49	\$324.67	5/3/2005	4/13/2005	\$324.67	5/19/2005	5/29/2005	Y
1004534055	426688*****4888		Fulfilled	9608078116	27	\$73.50	5/5/2005	4/9/2005	\$73.50	5/26/2005	6/2/2005	Y
1004519296	546630*****8573		Fulfilled	9608078099	34	\$176.66	5/3/2005	4/12/2005	\$176.66	5/19/2005	5/28/2005	Y
1004534054	541712*****0138		Fulfilled	9608078067	32	\$115.90	5/5/2005	12/20/2004	\$115.90	5/26/2005	6/3/2005	Y
1004536856	432378*****8504		Fulfilled	9116977971	86	\$279.07	5/6/2005	5/1/2005	\$279.07	5/19/2005	6/3/2005	Y

Retreival Detail

[Download Options: Text \(Will likely open in Microsoft Word\)](#)

<u>Merchant Information</u>		<u>Case Information</u>	
Merchant ID:	9504227466	Case ID:	1005274904
Merchant Name:	SPORTS TIME AT THE COURT	Usage Code/Desc. :	Retrieval
Store No. :	38	Response Status:	Pending
<u>Transaction Information</u>		Presentation Status:	PENDED
Transaction Amount:	\$162.11	Case Created:	5/27/2005
Transaction (Auth) Date:	5/11/2006	Retrieval Age:	-5
Account No.:	438854*****8532	Response Expiration:	6/25/2006
Credit Card Type:	VI	Retrieval Critical Date:	6/25/2006
Issuing Bank:	CITIBANK N.A.	Days Left To Respond:	24
Airline Ticket No. :	.	Fulfilled Date:	
ARN No. :	55417346004690042999999	Retrieval Amount:	\$162.11
Authorization Code :	11062B	Reason Code:	33
		Reason Code Desc. :	FRAUD ANALYSIS REQUEST

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Retrieval Profile

Reporting Level: Client Group & Chain

Level Value: 3 & 99999

From Date: 01-MAY-2005

To Date: 01-JUN-2005

Download Options: [Microsoft Excel 97, Comma Separated Value \(CSV\)](#)

Card Type	Description	Reason Code	Count	Amount	Percent of Total Amount
MASTER	Verify Signature	6341	2	\$501.33	76.20%
	Trans Not Recognized	6321	2	\$156.60	23.80%
Sub-Total: MASTER			4	\$657.93	100.00%
VISA	CARDHOLDER REQUEST	30	1	\$743.73	27.71%
	FRAUD ANALYSIS REQUEST	33	10	\$1,940.71	72.29%
Sub-Total: VISA			11	\$2,684.44	100.00%

Grand Total

15

\$3,342.37

Location Profile List

Reporting Level: Client Group & Chain

Level Value: 3 & 99999

Download Options: [Microsoft Excel 97, Comma Separated Value \(CSV\)](#)

Merchant No.	Store No.	Account Status	Status As Of	Opened	Last Active	Last Sale
8333419453	87	Open	11/16/2004	1/2/2004	5/30/2005	5/30/2005
8331223349	82	Open	2/15/2005	4/9/2004	5/30/2005	5/30/2005
8331378414	89	Open	2/15/2005	5/28/2004	5/30/2005	5/30/2005
8331378448	90	Open	12/7/2004	5/28/2004	5/30/2005	5/30/2005
8331378497	91	Open	11/22/2004	5/28/2004	5/30/2005	5/30/2005
8331378735	92	Open	11/8/2004	5/28/2004	5/30/2005	5/30/2005
8331378739	93	Open	5/17/2005	6/2/2004	5/30/2005	5/30/2005
8331378754	94	Open	4/12/2005	5/28/2004	5/30/2005	5/30/2005
8331783873	94	Closed	4/5/2005	9/30/2004		
8332234947	94	Open	3/29/2005	1/20/2005		
8332295585	95	Open	5/10/2005	2/16/2005	5/30/2005	5/30/2005
8332334938	101	Open	3/29/2005	2/18/2005		
4115437844	83	Open	11/8/2004	6/9/2003	5/30/2005	5/30/2005
4115437415	84	Open	11/8/2004	6/9/2003	5/30/2005	5/30/2005
4115437423	85	Open	11/8/2004	6/9/2003	5/30/2005	5/30/2005
4115437431	86	Open	11/8/2004	6/9/2003	5/30/2005	5/30/2005
4537555324	770	Closed	4/15/2003	11/15/2002		
4537555334	770	Open	3/14/2005	12/28/2001	5/26/2005	5/26/2005
4538337885	11	Open	6/7/2004	12/28/2001	5/30/2005	5/30/2005
4538337451	10	Closed	4/15/2003	11/15/2002		
4538337448	10	Closed	3/14/2005	12/28/2001	5/27/2005	5/27/2005
4538337444	180	Closed	4/15/2003	11/15/2002		
4538337474	180	Open	3/14/2005	12/28/2001	5/27/2005	5/27/2005
4538337477	0	Closed	4/15/2003	11/15/2002		
4538337484	0	Closed	8/8/2003	12/20/2001		
4538337442	64	Open	4/28/2004	12/28/2001	5/30/2005	5/30/2005
4538338338	54	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005
4538338314	41	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005
4538338324	33	Open	3/14/2005	12/28/2001	5/30/2005	5/30/2005
4538338332	55	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005
4538338343	45	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005
4538338357	32	Open	3/14/2005	12/28/2001	5/30/2005	5/30/2005
4538338345	62	Open	4/26/2004	12/28/2001	5/30/2005	5/30/2005
4538338373	57	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005
4538338381	37	Open	4/26/2004	12/28/2001	5/30/2005	5/30/2005
4538338344	34	Open	3/14/2005	12/28/2001	5/30/2005	5/30/2005
4538338115	27	Open	4/26/2004	12/28/2001	5/30/2005	5/30/2005
4538338123	26	Open	3/14/2005	12/28/2001	5/30/2005	5/30/2005
4538338131	73	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005
4538338144	66	Open	4/26/2004	12/28/2001	5/30/2005	5/30/2005
4538338154	60	Open	4/26/2004	1/23/2002	5/30/2005	5/30/2005
4538338144	58	Open	4/26/2004	12/20/2001	5/30/2005	5/30/2005

Location Detail

[Download Options: Text \(Will likely open in Microsoft Word\)](#)

DBA Address:

DBA Name:	SPORTS NO 97 HENDERSON
Street Address 1:	5555 VILLAGE WALK DRIVE
Street Address 2:	
Attention:	.
City:	HENDERSON
State:	NV
Zip:	99999
Phone:	555-555-5555
Fax:	555-555-5555

Billing Address:

DBA Name:	RUSSELL PAQUETTE - #97 HENDERSON
Street Address 1:	PO BOX 1939
Street Address 2:	.
Attention:	RUSSELL PAQUETTE - #97 HENDERSON
City:	SUMNER
State:	WA
Zip:	99999-9999
Phone:	555-555-5555
Fax:	.

Chargeback Address:

DBA Name:	JANE DOE
Street Address 1:	6750 S 555TH ST
Street Address 2:	.
Attention:	JANE DOE
City:	KENT
State:	WA
Zip:	99999-9999
Phone:	555-555-5555
Fax:	555-555-5555

AMEX No:	5258278531
Discover No:	5599588979
Diners Club No:	.
JCB No:	9555519653
Settle Method:	EDC
Mer Class Type:	NATIONAL ACCOUNT
Transferred From Merchant #:	.
As Of:	.
Transferred From Chain No:	.
As Of:	.
Transferred From Merchant #:	.
As Of:	.
Transferred From Chain No:	.
As Of:	.

Equipment Shipping Report

<u>Date</u>	<u>Carrier</u>	<u>Tracking #</u>
4/29/2005	UPS Ground	18868836766
1/19/2005	UPS Ground	18868836766
12/15/2004	UPS Ground	18868836766
11/1/2004	UPS Ground	18868836766
4/18/2003	UPS Next Day Air	18868836766
3/27/2002	UPS Ground	18868836766

BIN / ICA Look Up

This page provides you with information to help you look up information about a specific bank. Enter a six-digit BIN or ICA number (the first six numbers of the card) and then click the "Submit" button. Your information will then appear on-screen.

BIN or ICA number

Submit

Center Name:

BANK OF AMERICA, NATIONAL ASSOCIATION

Mailing Address:

BANK OF AMERICA N.A.
NATIONAL VCC/POS CLAIMS
1825 E. BUCKEYE ROAD AZ9-503-01-19
PHOENIX , AZ 85034-4216

Chargeback Address:

BANK OF AMERICA N.A.
NATIONAL VCC/POS CLAIMS
1825 E. BUCKEYE ROAD AZ9-503-01-19
PHOENIX , AZ 85034-4216

Retrieval Address:

BANK OF AMERICA N.A.
NATIONAL VCC/POS CLAIMS
1825 E. BUCKEYE ROAD
PHOENIX , AZ 85034-4216

Center Manager Contact:

DAILEY JIM
(404) 724-8867

Security Contact:

BANK OF AMERICA
.

Accounting Contact:

BANK OF AMERICA N.A.
602-597-7716

Customer Service Contact:

.

After Hours Contact:

.



7300 CHAPMAN HWY
KNOXVILLE, TN 37920



Merchant Billing Statement

Cycle: CUTOFF

Statement Date: 07/31/2016

Store Number: 0000000000

Merchant Number: 0000008021391167

Chain Number: 16013

DBA Name: CO SPOKANE ACCELA PERMITS



000000040 10 SP 106481617485681 P

CITY OF SPOKANE
ATTN ELLEN DOLAN
CO SPOKANE ACCELA PERMITS
808 W SPOKANE FALLS BLVD
SPOKANE WA 99201-3333

Client Group: 00003
Principal Chain: 16012
Parent Chain: 16013
Parent Entity: 61305

Page

Your Resources For Help

For customer service, please call 800-334-1941

Summary

	<u>Number of Items</u>	<u>Dollar Amounts</u>	<u>Fee/Charges Category</u>	<u>Fee Summary</u>
Sales	1,659	638,637.21	Credit Card Processing Charges	14,082.60
Returns	6	3,517.30	Card Association Fees	871.51
Net Sales	1,665	635,119.91	Other Fees	57.00
Chargebacks	0	0.00	Total Charges and Fees	15,011.11
Adjustments	0	0.00		
Convenience Adjustments	0	0.00		
Total Sales	1,665	635,119.91		

Charges and Fees have been posted to Account #: XXXXXXXX6060

Volume Recap

	----Sales----		----Credits----		----Net Sales----		
Card Type	Item Count	Amount	Item Count	Amount	Amount	Discount Paid	Per Item Paid
DISC	5	922.00	0	0.00	922.00	14.59	0.90
M/C	304	54,476.74	2	518.50	53,958.24	971.58	70.94
VISA	1350	583,238.47	4	2,998.80	580,239.67	12,732.73	291.86

Deposits

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/01/16	07/01/16	12183888029	0000563	BATCH	41,319.15	0.00	41,319.15
				VISA	40,222.15	0.00	
				M/C	1,097.00	0.00	
07/01/16	07/01/16	17183915930	0000151	BATCH	21,550.35	0.00	21,550.35
				VISA	21,288.85	0.00	
				M/C	261.50	0.00	
07/01/16	07/01/16	27183416832	0000096	BATCH	3,514.00	0.00	3,514.00
				VISA	3,152.00	0.00	
				M/C	362.00	0.00	
07/01/16	07/01/16	27183416837	0000152	BATCH	478.50	0.00	478.50
				VISA	222.50	0.00	
				M/C	256.00	0.00	
07/01/16	07/01/16	28183811582	0000155	BATCH	119.50	0.00	119.50
				VISA	119.50	0.00	
07/02/16	07/02/16	13184131700	0000564	BATCH	14,527.75	0.00	14,527.75
				VISA	13,472.25	0.00	
				M/C	1,055.50	0.00	
07/02/16	07/03/16	13185201560	0000565	BATCH	701.00	0.00	701.00
				VISA	100.00	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/04/16	07/05/16	12187678210	0000566	M/C	601.00	0.00	
				BATCH	301.00	0.00	301.00
				VISA	301.00	0.00	
07/05/16	07/05/16	16187442140	0000097	BATCH	577.00	0.00	577.00
				VISA	305.50	0.00	
				M/C	271.50	0.00	
07/05/16	07/05/16	17187824467	0000124	BATCH	7,432.65	0.00	7,432.65
				VISA	1,684.15	0.00	
				M/C	5,748.50	0.00	
07/06/16	07/06/16	13188334922	0000567	BATCH	6,545.50	0.00	6,545.50
				VISA	5,569.00	0.00	
				M/C	976.50	0.00	
07/06/16	07/07/16	13189169883	0000568	BATCH	26,590.00	0.00	26,590.00
				VISA	25,738.50	0.00	
				M/C	851.50	0.00	
07/06/16	07/06/16	26188285580	0000125	BATCH	5,751.50	0.00	5,751.50
				VISA	5,651.50	0.00	
				M/C	100.00	0.00	
07/06/16	07/06/16	26188380176	0000098	BATCH	1,856.05	0.00	1,856.05
				VISA	1,279.05	0.00	
				M/C	577.00	0.00	
07/06/16	07/06/16	27188753844	0000153	BATCH	3,253.00	0.00	3,253.00
				VISA	2,163.00	0.00	
				M/C	1,010.00	0.00	
				DISC	80.00	0.00	
07/07/16	07/08/16	13190084958	0000569	BATCH	32,738.50	0.00	32,738.50
				VISA	30,524.00	0.00	
				M/C	2,214.50	0.00	
07/07/16	07/07/16	26189417875	0000099	BATCH	1,449.00	0.00	1,449.00
				VISA	1,333.50	0.00	
				DISC	115.50	0.00	
07/07/16	07/07/16	26189417881	0000154	BATCH	4,546.00	0.00	4,546.00
				VISA	3,803.00	0.00	
				M/C	743.00	0.00	
07/07/16	07/07/16	27189800225	0000126	BATCH	3,432.30	0.00	3,432.30
				VISA	3,432.30	0.00	
07/07/16	07/07/16	27189800232	0000156	BATCH	1,250.50	0.00	1,250.50
				VISA	1,214.50	0.00	
				M/C	36.00	0.00	
07/08/16	07/08/16	26190530800	0000100	BATCH	492.00	0.00	492.00
				VISA	492.00	0.00	
07/08/16	07/08/16	26190530805	0000127	BATCH	601.50	0.00	601.50
				M/C	601.50	0.00	
07/08/16	07/08/16	26190530808	0000155	BATCH	3,779.05	0.00	3,779.05
				VISA	3,227.55	0.00	
				M/C	551.50	0.00	
07/08/16	07/08/16	26190530815	0000157	BATCH	2,380.00	0.00	2,380.00
				VISA	1,745.50	0.00	
				M/C	634.50	0.00	
07/09/16	07/09/16	12191913696	0000570	BATCH	7,294.50	0.00	7,294.50
				VISA	6,593.50	0.00	
				M/C	701.00	0.00	
07/09/16	07/10/16	13192176970	0000571	BATCH	185.00	0.00	185.00
				VISA	140.00	0.00	
				M/C	45.00	0.00	
07/10/16	07/11/16	12193745604	0000572	BATCH	1,265.50	0.00	1,265.50
				M/C	1,265.50	0.00	
07/11/16	07/11/16	16193830719	0000101	BATCH	2,451.00	0.00	2,451.00
				VISA	2,451.00	0.00	
07/11/16	07/11/16	16193830726	0000156	BATCH	12,176.05	0.00	12,176.05
				VISA	11,947.55	0.00	
				M/C	228.50	0.00	
07/11/16	07/11/16	26193142682	0000128	BATCH	3,485.00	0.00	3,485.00
				VISA	3,485.00	0.00	
07/11/16	07/11/16	26193142689	0000158	BATCH	1,677.50	0.00	1,677.50
				VISA	381.00	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P



Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/12/16	07/12/16	13194305341	0000573	M/C	1,296.50	0.00	
				BATCH	16,977.00	0.00	16,977.00
				VISA	15,434.00	0.00	
07/12/16	07/13/16	13195124952	0000574	M/C	1,543.00	0.00	
				BATCH	5,933.75	0.00	5,933.75
				VISA	5,195.75	0.00	
				M/C	738.00	0.00	
07/12/16	07/12/16	26194008005	0000102	BATCH	12,061.00	0.00	12,061.00
				VISA	11,775.50	0.00	
				M/C	285.50	0.00	
07/12/16	07/12/16	26194008012	0000129	BATCH	6,681.77	0.00	6,681.77
				VISA	5,923.27	0.00	
				M/C	758.50	0.00	
07/12/16	07/12/16	26194008025	0000159	BATCH	136.10	0.00	136.10
				VISA	136.10	0.00	
07/12/16	07/12/16	27194304671	0000157	BATCH	765.74	0.00	765.74
				VISA	273.00	0.00	
				M/C	452.74	0.00	
				DISC	40.00	0.00	
07/13/16	07/13/16	26195137760	0000103	BATCH	692.00	0.00	692.00
				VISA	692.00	0.00	
07/13/16	07/13/16	26195137763	0000130	BATCH	11,808.00	0.00	11,808.00
				VISA	11,654.50	0.00	
				M/C	153.50	0.00	
07/13/16	07/13/16	26195137773	0000158	BATCH	2,005.50	0.00	2,005.50
				VISA	1,992.50	0.00	
				M/C	13.00	0.00	
07/13/16	07/13/16	26195137782	0000160	BATCH	1,461.05	0.00	1,461.05
				VISA	1,436.05	0.00	
				M/C	25.00	0.00	
07/14/16	07/14/16	13196204178	0000575	BATCH	19,474.00	0.00	19,474.00
				VISA	17,601.00	0.00	
				M/C	1,873.00	0.00	
07/14/16	07/15/16	13197092108	0000576	BATCH	24,786.00	0.00	24,786.00
				VISA	23,662.00	0.00	
				M/C	1,124.00	0.00	
07/14/16	07/14/16	26196063110	0000131	BATCH	871.50	0.00	871.50
				VISA	681.50	0.00	
				M/C	190.00	0.00	
07/14/16	07/14/16	26196154496	0000104	BATCH	1,670.25	0.00	1,670.25
				VISA	1,670.25	0.00	
07/14/16	07/14/16	26196154505	0000159	BATCH	38,462.07	0.00	38,462.07
				VISA	38,412.57	0.00	
				M/C	49.50	0.00	
07/14/16	07/14/16	27196534227	0000161	BATCH	570.00	0.00	570.00
				VISA	570.00	0.00	
07/15/16	07/15/16	26197797109	0000105	BATCH	190.00	0.00	190.00
				VISA	190.00	0.00	
07/15/16	07/15/16	26197797112	0000160	BATCH	3,117.00	0.00	3,117.00
				VISA	2,291.00	0.00	
				M/C	826.00	0.00	
07/15/16	07/15/16	26197797123	0000162	BATCH	22,624.00	0.00	22,624.00
				VISA	22,254.00	0.00	
				M/C	370.00	0.00	
07/15/16	07/15/16	28197293781	0000132	BATCH	6,148.25	0.00	6,148.25
				VISA	5,625.25	0.00	
				M/C	523.00	0.00	
07/16/16	07/16/16	12198903466	0000577	BATCH	5,429.75	0.00	5,429.75
				VISA	4,215.50	0.00	
				M/C	1,214.25	0.00	
07/16/16	07/17/16	13199115037	0000578	BATCH	75.00	0.00	75.00
				M/C	75.00	0.00	
07/17/16	07/18/16	12200679676	0000579	BATCH	160.00	0.00	160.00
				VISA	160.00	0.00	
07/18/16	07/18/16	16200877211	0000106	BATCH	4,308.96	0.00	4,308.96
				VISA	4,258.96	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/18/16	07/18/16	16200877220	0000133	M/C	50.00	0.00	
				BATCH	1,021.00	0.00	1,021.00
				VISA	800.50	0.00	
07/18/16	07/18/16	26200183969	0000163	M/C	220.50	0.00	
				BATCH	1,518.00	0.00	1,518.00
				VISA	1,443.00	0.00	
				M/C	75.00	0.00	
07/19/16	07/19/16	13201288882	0000580	BATCH	13,539.50	0.00	13,539.50
				VISA	12,347.00	0.00	
				M/C	1,192.50	0.00	
07/19/16	07/19/16	17201274203	0000161	BATCH	5,366.00	0.00	5,366.00
				VISA	5,355.00	0.00	
				M/C	11.00	0.00	
07/19/16	07/19/16	26201105901	0000107	BATCH	662.00	0.00	662.00
				VISA	417.00	0.00	
				M/C	245.00	0.00	
07/19/16	07/19/16	26201105909	0000134	BATCH	5,889.50	0.00	5,889.50
				VISA	5,699.50	0.00	
				M/C	190.00	0.00	
07/19/16	07/19/16	26201105921	0000162	BATCH	798.52	0.00	798.52
				VISA	572.02	0.00	
				M/C	226.50	0.00	
07/19/16	07/19/16	26201105928	0000164	BATCH	767.50	0.00	767.50
				VISA	767.50	0.00	
07/20/16	07/20/16	13202468329	0000581	BATCH	8,182.50	0.00	8,182.50
				VISA	6,539.00	0.00	
				M/C	1,643.50	0.00	
07/20/16	07/20/16	26202186140	0000108	BATCH	4,149.80	0.00	4,149.80
				VISA	3,896.30	0.00	
				M/C	253.50	0.00	
07/20/16	07/20/16	26202186148	0000163	BATCH	262.50	0.00	262.50
				VISA	262.50	0.00	
07/20/16	07/20/16	27202607625	0000135	BATCH	11,068.50	0.00	11,068.50
				VISA	11,068.50	0.00	
07/21/16	07/21/16	13203225045	0000582	BATCH	17,675.00	0.00	17,675.00
				VISA	17,121.50	0.00	
				M/C	553.50	0.00	
07/21/16	07/21/16	26203294142	0000071	BATCH	636.00	0.00	636.00
				VISA	126.00	0.00	
				M/C	510.00	0.00	
07/21/16	07/21/16	26203294147	0000109	BATCH	281.50	0.00	281.50
				VISA	206.50	0.00	
				M/C	75.00	0.00	
07/21/16	07/21/16	26203294152	0000136	BATCH	2,344.05	0.00	2,344.05
				VISA	2,344.05	0.00	
07/21/16	07/21/16	26203294157	0000164	BATCH	535.00	0.00	535.00
				VISA	35.00	0.00	
				M/C	500.00	0.00	
07/21/16	07/21/16	26203294161	0000165	BATCH	2,878.50	0.00	2,878.50
				VISA	2,192.00	0.00	
				DISC	686.50	0.00	
07/22/16	07/22/16	13204239388	0000583	BATCH	9,979.50	0.00	9,979.50
				VISA	5,664.70	0.00	
				M/C	4,314.80	0.00	
07/22/16	07/22/16	26204761980	0000072	BATCH	214.30	0.00	214.30
				VISA	214.30	0.00	
07/22/16	07/22/16	26204761983	0000110	BATCH	1,005.50	0.00	1,005.50
				VISA	1,005.50	0.00	
07/22/16	07/22/16	28204177535	0000137	BATCH	563.50	0.00	563.50
				VISA	563.50	0.00	
07/22/16	07/22/16	28204177540	0000165	BATCH	723.50	0.00	723.50
				VISA	485.50	0.00	
				M/C	238.00	0.00	
07/23/16	07/23/16	15205283346	0000584	BATCH	11,052.50	0.00	11,052.50
				VISA	10,016.50	0.00	
				M/C	1,036.00	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P



Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/24/16	07/25/16	12207730213	0000585	BATCH	40.00	0.00	40.00
				VISA	40.00	0.00	
07/25/16	07/26/16	13208109837	0000586	BATCH	13,554.25	0.00	13,554.25
				VISA	9,948.75	0.00	
				M/C	3,605.50	0.00	
07/25/16	07/25/16	16207716616	0000073	BATCH	319.45	0.00	319.45
				VISA	169.50	0.00	
				M/C	149.95	0.00	
07/25/16	07/25/16	16207716620	0000166	BATCH	1,842.95	0.00	1,842.95
				VISA	1,842.95	0.00	
07/25/16	07/25/16	26207018144	0000111	BATCH	115.00	0.00	115.00
				VISA	115.00	0.00	
07/25/16	07/25/16	26207018148	0000138	BATCH	811.00	0.00	811.00
				VISA	811.00	0.00	
07/26/16	07/26/16	26208227091	0000074	BATCH	441.50	0.00	441.50
				VISA	441.50	0.00	
07/26/16	07/26/16	26208227094	0000112	BATCH	112.50	0.00	112.50
				VISA	210.00	0.00	
				M/C	97.50	0.00	
07/26/16	07/26/16	26208227102	0000167	BATCH	1,292.00	0.00	1,292.00
				VISA	556.50	0.00	
				M/C	735.50	0.00	
07/26/16	07/26/16	27208520575	0000139	BATCH	1,918.45	0.00	1,918.45
				VISA	1,718.95	0.00	
				M/C	199.50	0.00	
07/27/16	07/27/16	13209284800	0000587	BATCH	7,896.00	0.00	7,896.00
				VISA	6,016.00	0.00	
				M/C	1,880.00	0.00	
07/27/16	07/28/16	13210076732	0000588	BATCH	9,431.50	0.00	9,431.50
				VISA	8,766.50	0.00	
				M/C	665.00	0.00	
07/27/16	07/27/16	26209282566	0000075	BATCH	141.50	0.00	141.50
				VISA	141.50	0.00	
07/27/16	07/27/16	26209282569	0000113	BATCH	499.50	0.00	499.50
				VISA	499.50	0.00	
07/27/16	07/27/16	26209282575	0000140	BATCH	4,256.50	0.00	4,256.50
				VISA	3,997.00	0.00	
				M/C	259.50	0.00	
07/27/16	07/27/16	26209282581	0000166	BATCH	3,592.10	0.00	3,592.10
				VISA	3,592.10	0.00	
07/27/16	07/27/16	26209282588	0000168	BATCH	2,968.70	0.00	2,968.70
				VISA	2,968.70	0.00	
07/28/16	07/28/16	26210256694	0000076	BATCH	7,882.75	0.00	7,882.75
				VISA	7,115.50	0.00	
				M/C	767.25	0.00	
07/28/16	07/28/16	26210256703	0000114	BATCH	1,390.30	0.00	1,390.30
				VISA	1,390.30	0.00	
07/28/16	07/28/16	26210256711	0000141	BATCH	750.50	0.00	750.50
				VISA	416.50	0.00	
				M/C	334.00	0.00	
07/28/16	07/28/16	27210681347	0000167	BATCH	1,254.50	0.00	1,254.50
				VISA	1,254.50	0.00	
07/28/16	07/28/16	27210681352	0000169	BATCH	3,367.00	0.00	3,367.00
				VISA	3,115.50	0.00	
				M/C	251.50	0.00	
07/29/16	07/30/16	12212663044	0000590	BATCH	33,093.00	0.00	33,093.00
				VISA	32,528.00	0.00	
				M/C	565.00	0.00	
07/29/16	07/29/16	13211271802	0000589	BATCH	34,810.10	0.00	34,810.10
				VISA	33,907.60	0.00	
				M/C	902.50	0.00	
07/29/16	07/29/16	26211746373	0000077	BATCH	2,796.50	0.00	2,796.50
				VISA	2,796.50	0.00	
07/29/16	07/29/16	26211746377	0000115	BATCH	868.05	0.00	868.05
				VISA	467.00	0.00	
				M/C	401.05	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/29/16	07/29/16	26211746383	0000168	BATCH	75.00	0.00	75.00
				VISA	75.00	0.00	
07/29/16	07/29/16	28211181304	0000142	BATCH	813.20	0.00	813.20
				VISA	648.00	0.00	
				M/C	165.20	0.00	
07/29/16	07/29/16	28211181312	0000170	BATCH	183.50	0.00	183.50
				VISA	143.50	0.00	
				M/C	40.00	0.00	
07/30/16	07/31/16	13213240364	0000591	BATCH	140.00	0.00	140.00
				VISA	40.00	0.00	
				M/C	100.00	0.00	
Deposits Totals					635,119.91	0.00	635,119.91

Each batch under 'Paid by Merchant Payment Services' has been posted to Account #: XXXXXXXX6060

Credit Card Processing Charges

Description	Sales Amount	Item Count	Interchange Per Item	Interchange Rate	Interchange Dollars
Interchange - Visa					
COMM CNP P	96,832.55	60	0.1000	2.6500 %	2,572.06
COM RET P	8,935.32	7	0.1000	2.5000 %	224.08
COMM CP B1	29,156.20	39	0.1000	2.2000 %	645.34
VSP CNP	53,078.50	142	0.1000	2.4000 %	1,288.08
VSP RTL	37,138.20	40	0.1000	2.1000 %	783.90
VSP STND	100.00	1	0.1000	2.9500 %	3.05
RETAIL D R	3,462.00	18	0.2200	0.0500 %	5.69
RTL2CNP D R	1,074.50	11	0.2200	0.0500 %	2.96
CRCOMM D R	0.00	1	0.0000	0.0000 %	0.00
RTL2CNPDMX	521.25	1	2.0000	0.0000 %	2.00
CR COMM DB	0.00	2	0.0000	0.0000 %	0.00
CP BUS DR	8,319.00	35	0.2200	0.0500 %	11.86
CNP BUS DR	11,103.00	68	0.2200	0.0500 %	20.51
COMMCNP B2	9,622.70	44	0.1500	2.4500 %	242.36
COMM CP B2	6,469.55	12	0.1000	2.3000 %	150.00
COMMCNP B3	10,136.00	109	0.2000	2.6000 %	285.34
COMM CP B3	21,601.72	24	0.1000	2.4000 %	520.84
CP BUSDB	4,045.50	21	0.1000	1.7000 %	70.87
CNP BUSDB	7,062.50	79	0.1000	2.4500 %	180.93
COMMCNP B4	45,438.70	201	0.2000	2.7000 %	1,267.04
COMM CP B4	14,638.01	24	0.1000	2.5000 %	368.35
RTL2 CP	45,209.00	40	0.0500	1.4300 %	648.48
RTL2 CNP	9,079.00	56	0.0500	1.4300 %	132.63
RTL2 CNP D	2,597.00	27	0.1500	0.6500 %	20.93
CR CONS D	0.00	1	0.0000	0.0000 %	0.00
RETAIL D	7,489.72	21	0.1500	0.8000 %	63.07
COM RET C	403.00	1	0.1000	2.5000 %	10.18
COMMCNP B1	149,725.55	269	0.1000	2.2500 %	3,395.72
Total Visa	583,238.47	1,354			12,916.27
Interchange - MasterCard					
MCW PUB CP	7,471.75	14	0.1000	1.5500 %	117.21
ENHPUBSCNP	635.50	6	0.1000	1.5500 %	10.45
C DATA II P	2,752.00	3	0.1000	2.5000 %	69.10
C DATA II F	3,901.50	44	0.1000	2.5000 %	101.94
C DATA II B	485.00	4	0.1000	2.0000 %	10.10
ENHPUBSECP	75.00	1	0.1000	1.5500 %	1.26
DATAII DRF	341.50	3	0.2200	0.0500 %	0.83
DATA I DRF	519.95	2	0.2200	0.0500 %	0.70
C DATA I B	2,089.00	8	0.1000	2.6500 %	56.16
C DATA I F	1,530.00	3	0.1000	2.6500 %	40.85
DATA2 B3	650.50	12	0.1000	2.2100 %	15.58
DATAI B4	1,879.75	7	0.1000	2.9600 %	56.34
DATA2 B4	1,170.00	13	0.1000	2.3100 %	28.33
DATA I BD	4,136.00	22	0.1000	2.6500 %	111.80
DATA II BD	6,397.50	55	0.1000	2.2000 %	146.25



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P



Merchant Billing Statement

Statement Date: 07/31/2016

Store Number: 0000000000

Merchant Number: 0000008021391167

Chain Number: 16013

DBA Name: CO SPOKANE ACCELA PERMITS

Page

Credit Card Processing Charges

(continued)

Description	Sales Amount	Item Count	Interchange Per Item	Interchange Rate	Interchange Dollars
EMRG E/GDB	3,609.00	35	0.1500	0.6500 %	28.71
EMGE/GDBMX	4,968.25	7	2.0000	0.0000 %	14.00
EMRG E/GPP	48.00	1	0.1500	0.6500 %	0.46
EMRGE/GDRF	260.00	3	0.2200	0.0500 %	0.79
PUBLIC CNP	3,091.30	4	0.1000	1.5500 %	48.32
PUBLIC CP	286.50	3	0.1000	1.5500 %	4.74
DATAI B2	89.50	2	0.1000	2.8100 %	2.71
DATA2 B2	3,415.00	18	0.1000	2.1600 %	75.56
MC REFCON3	0.00	1	0.0000	0.0000 %	0.00
MC REFCRP3	0.00	1	0.0000	0.0000 %	0.00
MCW PUBCNP	4,306.74	32	0.1000	1.5500 %	69.95
HVPUBSECCP	262.50	1	0.1000	1.5500 %	4.17
HVPUBSECNP	105.00	1	0.1000	1.5500 %	1.73
Total MasterCard	54,476.74	306			1,018.04
Interchange - Discover Acquiring					
PUBLIC R	882.00	4	0.1000	1.5500 %	14.07
ELECT COMM	40.00	1	0.1000	2.3000 %	1.02
Total Discover Acquiring	922.00	5			15.09

Total Interchange

13,949.40

Description	Sales Amount	Item Count	Processing Fee Per Item	Processing Rate	Processing Fee Dollars
Visa Processing Fee	583,238.47	1,354	0.0800	0.0000%	108.32
MasterCard Processing Fee	54,476.74	306	0.0800	0.0000%	24.48
Discover Acquiring Processing Fee	922.00	5	0.0800	0.0000%	0.40
Total Processing Fees					133.20

Total Charges

14,082.60

Card Association Fees

Description	Amount	Item Count	Percentage Rate	Per Item Rate	Fee Amount
VISA FEE					
ASSESSMENTS	537,564.00	1,069	0.1300	0.0000	698.83
BASE II NETWORK ACCESS CHARGE	583,238.47	1,350	0.0000	0.0018	2.43
VISA DEBIT ASSESSMENTS	45,674.47	281	0.1300	0.0000	59.38
VISA CREDIT VCHR PROCESS FEE D	2,998.80	4	0.0000	0.0155	0.06
ACQUIRER PROCESSING FEE	0.00	1,118	0.0000	0.0195	21.80
ACQUIRER PROCESSING FEE - DEBI	0.00	301	0.0000	0.0155	4.67
VISA FEE Fee Totals					787.17
M/C FEE					
ASSESSMENTS	45,918.44	301	0.1200	0.0000	55.10
MC CREDIT 1K ASSESSMENT FEE	8,558.30	3	0.1400	0.0000	11.98
MC ACQUIRER LICENSE FEE	54,476.74	304	0.0047	0.0000	2.56
MC DIGITAL	35,244.29	223	0.0100	0.0000	3.52
NABU FEE	0.00	344	0.0000	0.0195	6.71
MC CVC2 AUTHORIZATION FEE	0.00	254	0.0000	0.0025	0.64
MC ADDRESS VERIFICATION SERVIC	0.00	249	0.0000	0.0100	2.49
M/C FEE Fee Totals					83.00
DSCV FEE					
ASSESSMENTS	922.00	5	0.1300	0.0000	1.20
DATA USAGE FEE	0.00	6	0.0000	0.0195	0.12
DI NETWORK AUTHORIZATION FEE	0.00	6	0.0000	0.0025	0.02
DSCV FEE Fee Totals					1.34

Total Card Association Fees

871.51



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Other Transaction Charges

<i>Description</i>	<i>DR CR</i>	<i>Sales Amount</i>	<i>Discount Rate</i>	<i>Discount Charges</i>	<i>Item Count</i>	<i>Per Item Rate</i>	<i>Item Charge</i>
BTCH BATCH HDR	DR	0.00	0.0000	0.00	109	0.0000	0.00
	CR	0.00	0.0000	0.00	0	0.0000	0.00
Summary	DR	0.00		0.00	109		0.00
	CR	0.00		0.00	0		0.00
	NET	0.00		0.00	109		0.00

Other Fees

Non Taxable Items

<i>Description</i>	<i>Items</i>	<i>Rate</i>	<i>Total</i>
NONPCI CHG	1	45.0000	45.00
BILL STMT	1	5.0000	5.00
PCI MNTHLY	1	7.0000	7.00

Total Non-Taxable Items: 57.00
Total Taxable Items: 0.00
Total Tax: 0.00
Total Other Fees: 57.00



7300 CHAPMAN HWY
KNOXVILLE, TN 37920



Merchant Billing Statement

Cycle: CUTOFF

Statement Date: 07/31/2016

Store Number: 0000000000

Merchant Number: 0000008021391167

Chain Number: 16013

DBA Name: CO SPOKANE ACCELA PERMITS



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CITY OF SPOKANE
ATTN ELLEN DOLAN
CO SPOKANE ACCELA PERMITS
808 W SPOKANE FALLS BLVD
SPOKANE WA 99201-3333

Client Group: 00003
Principal Chain: 16012
Parent Chain: 16013
Parent Entity: 61305

Page

Your Resources For Help

For customer service, please call 800-334-1941

Summary

	<u>Number of Items</u>	<u>Dollar Amounts</u>	<u>Fee/Charges Category</u>	<u>Fee Summary</u>
Sales	1,659	638,637.21	Credit Card Processing Charges	14,082.60
Returns	6	3,517.30	Card Association Fees	871.51
Net Sales	1,665	635,119.91	Other Fees	57.00
Chargebacks	0	0.00	Total Charges and Fees	15,011.11
Adjustments	0	0.00		
Convenience Adjustments	0	0.00		
Total Sales	1,665	635,119.91		

Charges and Fees have been posted to Account #: XXXXXXXX6060

Volume Recap

	----Sales----		----Credits----		----Net Sales----		
Card Type	Item Count	Amount	Item Count	Amount	Amount	Discount Paid	Per Item Paid
DISC	5	922.00	0	0.00	922.00	14.59	0.90
M/C	304	54,476.74	2	518.50	53,958.24	971.58	70.94
VISA	1350	583,238.47	4	2,998.80	580,239.67	12,732.73	291.86

Deposits

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/01/16	07/01/16	12183888029	0000563	BATCH	41,319.15	0.00	41,319.15
				VISA	40,222.15	0.00	
				M/C	1,097.00	0.00	
07/01/16	07/01/16	17183915930	0000151	BATCH	21,550.35	0.00	21,550.35
				VISA	21,288.85	0.00	
				M/C	261.50	0.00	
07/01/16	07/01/16	27183416832	0000096	BATCH	3,514.00	0.00	3,514.00
				VISA	3,152.00	0.00	
				M/C	362.00	0.00	
07/01/16	07/01/16	27183416837	0000152	BATCH	478.50	0.00	478.50
				VISA	222.50	0.00	
				M/C	256.00	0.00	
07/01/16	07/01/16	28183811582	0000155	BATCH	119.50	0.00	119.50
				VISA	119.50	0.00	
07/02/16	07/02/16	13184131700	0000564	BATCH	14,527.75	0.00	14,527.75
				VISA	13,472.25	0.00	
				M/C	1,055.50	0.00	
07/02/16	07/03/16	13185201560	0000565	BATCH	701.00	0.00	701.00
				VISA	100.00	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/04/16	07/05/16	12187678210	0000566	M/C	601.00	0.00	
				BATCH	301.00	0.00	301.00
				VISA	301.00	0.00	
07/05/16	07/05/16	16187442140	0000097	BATCH	577.00	0.00	577.00
				VISA	305.50	0.00	
				M/C	271.50	0.00	
07/05/16	07/05/16	17187824467	0000124	BATCH	7,432.65	0.00	7,432.65
				VISA	1,684.15	0.00	
				M/C	5,748.50	0.00	
07/06/16	07/06/16	13188334922	0000567	BATCH	6,545.50	0.00	6,545.50
				VISA	5,569.00	0.00	
				M/C	976.50	0.00	
07/06/16	07/07/16	13189169883	0000568	BATCH	26,590.00	0.00	26,590.00
				VISA	25,738.50	0.00	
				M/C	851.50	0.00	
07/06/16	07/06/16	26188285580	0000125	BATCH	5,751.50	0.00	5,751.50
				VISA	5,651.50	0.00	
				M/C	100.00	0.00	
07/06/16	07/06/16	26188380176	0000098	BATCH	1,856.05	0.00	1,856.05
				VISA	1,279.05	0.00	
				M/C	577.00	0.00	
07/06/16	07/06/16	27188753844	0000153	BATCH	3,253.00	0.00	3,253.00
				VISA	2,163.00	0.00	
				M/C	1,010.00	0.00	
				DISC	80.00	0.00	
07/07/16	07/08/16	13190084958	0000569	BATCH	32,738.50	0.00	32,738.50
				VISA	30,524.00	0.00	
				M/C	2,214.50	0.00	
07/07/16	07/07/16	26189417875	0000099	BATCH	1,449.00	0.00	1,449.00
				VISA	1,333.50	0.00	
				DISC	115.50	0.00	
07/07/16	07/07/16	26189417881	0000154	BATCH	4,546.00	0.00	4,546.00
				VISA	3,803.00	0.00	
				M/C	743.00	0.00	
07/07/16	07/07/16	27189800225	0000126	BATCH	3,432.30	0.00	3,432.30
				VISA	3,432.30	0.00	
07/07/16	07/07/16	27189800232	0000156	BATCH	1,250.50	0.00	1,250.50
				VISA	1,214.50	0.00	
				M/C	36.00	0.00	
07/08/16	07/08/16	26190530800	0000100	BATCH	492.00	0.00	492.00
				VISA	492.00	0.00	
07/08/16	07/08/16	26190530805	0000127	BATCH	601.50	0.00	601.50
				M/C	601.50	0.00	
07/08/16	07/08/16	26190530808	0000155	BATCH	3,779.05	0.00	3,779.05
				VISA	3,227.55	0.00	
				M/C	551.50	0.00	
07/08/16	07/08/16	26190530815	0000157	BATCH	2,380.00	0.00	2,380.00
				VISA	1,745.50	0.00	
				M/C	634.50	0.00	
07/09/16	07/09/16	12191913696	0000570	BATCH	7,294.50	0.00	7,294.50
				VISA	6,593.50	0.00	
				M/C	701.00	0.00	
07/09/16	07/10/16	13192176970	0000571	BATCH	185.00	0.00	185.00
				VISA	140.00	0.00	
				M/C	45.00	0.00	
07/10/16	07/11/16	12193745604	0000572	BATCH	1,265.50	0.00	1,265.50
				M/C	1,265.50	0.00	
07/11/16	07/11/16	16193830719	0000101	BATCH	2,451.00	0.00	2,451.00
				VISA	2,451.00	0.00	
07/11/16	07/11/16	16193830726	0000156	BATCH	12,176.05	0.00	12,176.05
				VISA	11,947.55	0.00	
				M/C	228.50	0.00	
07/11/16	07/11/16	26193142682	0000128	BATCH	3,485.00	0.00	3,485.00
				VISA	3,485.00	0.00	
07/11/16	07/11/16	26193142689	0000158	BATCH	1,677.50	0.00	1,677.50
				VISA	381.00	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P



Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/12/16	07/12/16	13194305341	0000573	M/C	1,296.50	0.00	
				BATCH	16,977.00	0.00	16,977.00
				VISA	15,434.00	0.00	
07/12/16	07/13/16	13195124952	0000574	M/C	1,543.00	0.00	
				BATCH	5,933.75	0.00	5,933.75
				VISA	5,195.75	0.00	
				M/C	738.00	0.00	
07/12/16	07/12/16	26194008005	0000102	BATCH	12,061.00	0.00	12,061.00
				VISA	11,775.50	0.00	
				M/C	285.50	0.00	
07/12/16	07/12/16	26194008012	0000129	BATCH	6,681.77	0.00	6,681.77
				VISA	5,923.27	0.00	
				M/C	758.50	0.00	
07/12/16	07/12/16	26194008025	0000159	BATCH	136.10	0.00	136.10
				VISA	136.10	0.00	
07/12/16	07/12/16	27194304671	0000157	BATCH	765.74	0.00	765.74
				VISA	273.00	0.00	
				M/C	452.74	0.00	
				DISC	40.00	0.00	
07/13/16	07/13/16	26195137760	0000103	BATCH	692.00	0.00	692.00
				VISA	692.00	0.00	
07/13/16	07/13/16	26195137763	0000130	BATCH	11,808.00	0.00	11,808.00
				VISA	11,654.50	0.00	
				M/C	153.50	0.00	
07/13/16	07/13/16	26195137773	0000158	BATCH	2,005.50	0.00	2,005.50
				VISA	1,992.50	0.00	
				M/C	13.00	0.00	
07/13/16	07/13/16	26195137782	0000160	BATCH	1,461.05	0.00	1,461.05
				VISA	1,436.05	0.00	
				M/C	25.00	0.00	
07/14/16	07/14/16	13196204178	0000575	BATCH	19,474.00	0.00	19,474.00
				VISA	17,601.00	0.00	
				M/C	1,873.00	0.00	
07/14/16	07/15/16	13197092108	0000576	BATCH	24,786.00	0.00	24,786.00
				VISA	23,662.00	0.00	
				M/C	1,124.00	0.00	
07/14/16	07/14/16	26196063110	0000131	BATCH	871.50	0.00	871.50
				VISA	681.50	0.00	
				M/C	190.00	0.00	
07/14/16	07/14/16	26196154496	0000104	BATCH	1,670.25	0.00	1,670.25
				VISA	1,670.25	0.00	
07/14/16	07/14/16	26196154505	0000159	BATCH	38,462.07	0.00	38,462.07
				VISA	38,412.57	0.00	
				M/C	49.50	0.00	
07/14/16	07/14/16	27196534227	0000161	BATCH	570.00	0.00	570.00
				VISA	570.00	0.00	
07/15/16	07/15/16	26197797109	0000105	BATCH	190.00	0.00	190.00
				VISA	190.00	0.00	
07/15/16	07/15/16	26197797112	0000160	BATCH	3,117.00	0.00	3,117.00
				VISA	2,291.00	0.00	
				M/C	826.00	0.00	
07/15/16	07/15/16	26197797123	0000162	BATCH	22,624.00	0.00	22,624.00
				VISA	22,254.00	0.00	
				M/C	370.00	0.00	
07/15/16	07/15/16	28197293781	0000132	BATCH	6,148.25	0.00	6,148.25
				VISA	5,625.25	0.00	
				M/C	523.00	0.00	
07/16/16	07/16/16	12198903466	0000577	BATCH	5,429.75	0.00	5,429.75
				VISA	4,215.50	0.00	
				M/C	1,214.25	0.00	
07/16/16	07/17/16	13199115037	0000578	BATCH	75.00	0.00	75.00
				M/C	75.00	0.00	
07/17/16	07/18/16	12200679676	0000579	BATCH	160.00	0.00	160.00
				VISA	160.00	0.00	
07/18/16	07/18/16	16200877211	0000106	BATCH	4,308.96	0.00	4,308.96
				VISA	4,258.96	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/18/16	07/18/16	16200877220	0000133	M/C	50.00	0.00	
				BATCH	1,021.00	0.00	1,021.00
				VISA	800.50	0.00	
07/18/16	07/18/16	26200183969	0000163	M/C	220.50	0.00	
				BATCH	1,518.00	0.00	1,518.00
				VISA	1,443.00	0.00	
				M/C	75.00	0.00	
07/19/16	07/19/16	13201288882	0000580	BATCH	13,539.50	0.00	13,539.50
				VISA	12,347.00	0.00	
				M/C	1,192.50	0.00	
07/19/16	07/19/16	17201274203	0000161	BATCH	5,366.00	0.00	5,366.00
				VISA	5,355.00	0.00	
				M/C	11.00	0.00	
07/19/16	07/19/16	26201105901	0000107	BATCH	662.00	0.00	662.00
				VISA	417.00	0.00	
				M/C	245.00	0.00	
07/19/16	07/19/16	26201105909	0000134	BATCH	5,889.50	0.00	5,889.50
				VISA	5,699.50	0.00	
				M/C	190.00	0.00	
07/19/16	07/19/16	26201105921	0000162	BATCH	798.52	0.00	798.52
				VISA	572.02	0.00	
				M/C	226.50	0.00	
07/19/16	07/19/16	26201105928	0000164	BATCH	767.50	0.00	767.50
				VISA	767.50	0.00	
07/20/16	07/20/16	13202468329	0000581	BATCH	8,182.50	0.00	8,182.50
				VISA	6,539.00	0.00	
				M/C	1,643.50	0.00	
07/20/16	07/20/16	26202186140	0000108	BATCH	4,149.80	0.00	4,149.80
				VISA	3,896.30	0.00	
				M/C	253.50	0.00	
07/20/16	07/20/16	26202186148	0000163	BATCH	262.50	0.00	262.50
				VISA	262.50	0.00	
07/20/16	07/20/16	27202607625	0000135	BATCH	11,068.50	0.00	11,068.50
				VISA	11,068.50	0.00	
07/21/16	07/21/16	13203225045	0000582	BATCH	17,675.00	0.00	17,675.00
				VISA	17,121.50	0.00	
				M/C	553.50	0.00	
07/21/16	07/21/16	26203294142	0000071	BATCH	636.00	0.00	636.00
				VISA	126.00	0.00	
				M/C	510.00	0.00	
07/21/16	07/21/16	26203294147	0000109	BATCH	281.50	0.00	281.50
				VISA	206.50	0.00	
				M/C	75.00	0.00	
07/21/16	07/21/16	26203294152	0000136	BATCH	2,344.05	0.00	2,344.05
				VISA	2,344.05	0.00	
07/21/16	07/21/16	26203294157	0000164	BATCH	535.00	0.00	535.00
				VISA	35.00	0.00	
				M/C	500.00	0.00	
07/21/16	07/21/16	26203294161	0000165	BATCH	2,878.50	0.00	2,878.50
				VISA	2,192.00	0.00	
				DISC	686.50	0.00	
07/22/16	07/22/16	13204239388	0000583	BATCH	9,979.50	0.00	9,979.50
				VISA	5,664.70	0.00	
				M/C	4,314.80	0.00	
07/22/16	07/22/16	26204761980	0000072	BATCH	214.30	0.00	214.30
				VISA	214.30	0.00	
07/22/16	07/22/16	26204761983	0000110	BATCH	1,005.50	0.00	1,005.50
				VISA	1,005.50	0.00	
07/22/16	07/22/16	28204177535	0000137	BATCH	563.50	0.00	563.50
				VISA	563.50	0.00	
07/22/16	07/22/16	28204177540	0000165	BATCH	723.50	0.00	723.50
				VISA	485.50	0.00	
				M/C	238.00	0.00	
07/23/16	07/23/16	15205283346	0000584	BATCH	11,052.50	0.00	11,052.50
				VISA	10,016.50	0.00	
				M/C	1,036.00	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P



Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/24/16	07/25/16	12207730213	0000585	BATCH	40.00	0.00	40.00
				VISA	40.00	0.00	
07/25/16	07/26/16	13208109837	0000586	BATCH	13,554.25	0.00	13,554.25
				VISA	9,948.75	0.00	
				M/C	3,605.50	0.00	
07/25/16	07/25/16	16207716616	0000073	BATCH	319.45	0.00	319.45
				VISA	169.50	0.00	
				M/C	149.95	0.00	
07/25/16	07/25/16	16207716620	0000166	BATCH	1,842.95	0.00	1,842.95
				VISA	1,842.95	0.00	
07/25/16	07/25/16	26207018144	0000111	BATCH	115.00	0.00	115.00
				VISA	115.00	0.00	
07/25/16	07/25/16	26207018148	0000138	BATCH	811.00	0.00	811.00
				VISA	811.00	0.00	
07/26/16	07/26/16	26208227091	0000074	BATCH	441.50	0.00	441.50
				VISA	441.50	0.00	
07/26/16	07/26/16	26208227094	0000112	BATCH	112.50	0.00	112.50
				VISA	210.00	0.00	
				M/C	97.50	0.00	
07/26/16	07/26/16	26208227102	0000167	BATCH	1,292.00	0.00	1,292.00
				VISA	556.50	0.00	
				M/C	735.50	0.00	
07/26/16	07/26/16	27208520575	0000139	BATCH	1,918.45	0.00	1,918.45
				VISA	1,718.95	0.00	
				M/C	199.50	0.00	
07/27/16	07/27/16	13209284800	0000587	BATCH	7,896.00	0.00	7,896.00
				VISA	6,016.00	0.00	
				M/C	1,880.00	0.00	
07/27/16	07/28/16	13210076732	0000588	BATCH	9,431.50	0.00	9,431.50
				VISA	8,766.50	0.00	
				M/C	665.00	0.00	
07/27/16	07/27/16	26209282566	0000075	BATCH	141.50	0.00	141.50
				VISA	141.50	0.00	
07/27/16	07/27/16	26209282569	0000113	BATCH	499.50	0.00	499.50
				VISA	499.50	0.00	
07/27/16	07/27/16	26209282575	0000140	BATCH	4,256.50	0.00	4,256.50
				VISA	3,997.00	0.00	
				M/C	259.50	0.00	
07/27/16	07/27/16	26209282581	0000166	BATCH	3,592.10	0.00	3,592.10
				VISA	3,592.10	0.00	
07/27/16	07/27/16	26209282588	0000168	BATCH	2,968.70	0.00	2,968.70
				VISA	2,968.70	0.00	
07/28/16	07/28/16	26210256694	0000076	BATCH	7,882.75	0.00	7,882.75
				VISA	7,115.50	0.00	
				M/C	767.25	0.00	
07/28/16	07/28/16	26210256703	0000114	BATCH	1,390.30	0.00	1,390.30
				VISA	1,390.30	0.00	
07/28/16	07/28/16	26210256711	0000141	BATCH	750.50	0.00	750.50
				VISA	416.50	0.00	
				M/C	334.00	0.00	
07/28/16	07/28/16	27210681347	0000167	BATCH	1,254.50	0.00	1,254.50
				VISA	1,254.50	0.00	
07/28/16	07/28/16	27210681352	0000169	BATCH	3,367.00	0.00	3,367.00
				VISA	3,115.50	0.00	
				M/C	251.50	0.00	
07/29/16	07/30/16	12212663044	0000590	BATCH	33,093.00	0.00	33,093.00
				VISA	32,528.00	0.00	
				M/C	565.00	0.00	
07/29/16	07/29/16	13211271802	0000589	BATCH	34,810.10	0.00	34,810.10
				VISA	33,907.60	0.00	
				M/C	902.50	0.00	
07/29/16	07/29/16	26211746373	0000077	BATCH	2,796.50	0.00	2,796.50
				VISA	2,796.50	0.00	
07/29/16	07/29/16	26211746377	0000115	BATCH	868.05	0.00	868.05
				VISA	467.00	0.00	
				M/C	401.05	0.00	



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Deposits

(continued)

Batch Date	Settlement Date	Reference Number	Batch Number	Card Type	Paid by Merchant Payment Services	Paid by Others	Total Batch Amount
07/29/16	07/29/16	26211746383	0000168	BATCH	75.00	0.00	75.00
				VISA	75.00	0.00	
07/29/16	07/29/16	28211181304	0000142	BATCH	813.20	0.00	813.20
				VISA	648.00	0.00	
				M/C	165.20	0.00	
07/29/16	07/29/16	28211181312	0000170	BATCH	183.50	0.00	183.50
				VISA	143.50	0.00	
				M/C	40.00	0.00	
07/30/16	07/31/16	13213240364	0000591	BATCH	140.00	0.00	140.00
				VISA	40.00	0.00	
				M/C	100.00	0.00	
Deposits Totals					635,119.91	0.00	635,119.91

Each batch under 'Paid by Merchant Payment Services' has been posted to Account #: XXXXXXXX6060

Credit Card Processing Charges

Description	Sales Amount	Item Count	Interchange Per Item	Interchange Rate	Interchange Dollars
Interchange - Visa					
COMM CNP P	96,832.55	60	0.1000	2.6500 %	2,572.06
COM RET P	8,935.32	7	0.1000	2.5000 %	224.08
COMM CP B1	29,156.20	39	0.1000	2.2000 %	645.34
VSP CNP	53,078.50	142	0.1000	2.4000 %	1,288.08
VSP RTL	37,138.20	40	0.1000	2.1000 %	783.90
VSP STND	100.00	1	0.1000	2.9500 %	3.05
RETAIL D R	3,462.00	18	0.2200	0.0500 %	5.69
RTL2CNP D R	1,074.50	11	0.2200	0.0500 %	2.96
CRCOMM D R	0.00	1	0.0000	0.0000 %	0.00
RTL2CNPDMX	521.25	1	2.0000	0.0000 %	2.00
CR COMM DB	0.00	2	0.0000	0.0000 %	0.00
CP BUS DR	8,319.00	35	0.2200	0.0500 %	11.86
CNP BUS DR	11,103.00	68	0.2200	0.0500 %	20.51
COMMCNP B2	9,622.70	44	0.1500	2.4500 %	242.36
COMM CP B2	6,469.55	12	0.1000	2.3000 %	150.00
COMMCNP B3	10,136.00	109	0.2000	2.6000 %	285.34
COMM CP B3	21,601.72	24	0.1000	2.4000 %	520.84
CP BUSDB	4,045.50	21	0.1000	1.7000 %	70.87
CNP BUSDB	7,062.50	79	0.1000	2.4500 %	180.93
COMMCNP B4	45,438.70	201	0.2000	2.7000 %	1,267.04
COMM CP B4	14,638.01	24	0.1000	2.5000 %	368.35
RTL2 CP	45,209.00	40	0.0500	1.4300 %	648.48
RTL2 CNP	9,079.00	56	0.0500	1.4300 %	132.63
RTL2 CNP D	2,597.00	27	0.1500	0.6500 %	20.93
CR CONS D	0.00	1	0.0000	0.0000 %	0.00
RETAIL D	7,489.72	21	0.1500	0.8000 %	63.07
COM RET C	403.00	1	0.1000	2.5000 %	10.18
COMMCNP B1	149,725.55	269	0.1000	2.2500 %	3,395.72
Total Visa	583,238.47	1,354			12,916.27
Interchange - MasterCard					
MCW PUB CP	7,471.75	14	0.1000	1.5500 %	117.21
ENHPUBSCNP	635.50	6	0.1000	1.5500 %	10.45
C DATA II P	2,752.00	3	0.1000	2.5000 %	69.10
C DATA II F	3,901.50	44	0.1000	2.5000 %	101.94
C DATA II B	485.00	4	0.1000	2.0000 %	10.10
ENHPUBSECP	75.00	1	0.1000	1.5500 %	1.26
DATAII DRF	341.50	3	0.2200	0.0500 %	0.83
DATA I DRF	519.95	2	0.2200	0.0500 %	0.70
C DATA I B	2,089.00	8	0.1000	2.6500 %	56.16
C DATA I F	1,530.00	3	0.1000	2.6500 %	40.85
DATA2 B3	650.50	12	0.1000	2.2100 %	15.58
DATAI B4	1,879.75	7	0.1000	2.9600 %	56.34
DATA2 B4	1,170.00	13	0.1000	2.3100 %	28.33
DATA I BD	4,136.00	22	0.1000	2.6500 %	111.80
DATA II BD	6,397.50	55	0.1000	2.2000 %	146.25



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P



Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Credit Card Processing Charges

(continued)

Description	Sales Amount	Item Count	Interchange Per Item	Interchange Rate	Interchange Dollars
EMRG E/GDB	3,609.00	35	0.1500	0.6500 %	28.71
EMGE/GDBMX	4,968.25	7	2.0000	0.0000 %	14.00
EMRG E/GPP	48.00	1	0.1500	0.6500 %	0.46
EMRGE/GDRF	260.00	3	0.2200	0.0500 %	0.79
PUBLIC CNP	3,091.30	4	0.1000	1.5500 %	48.32
PUBLIC CP	286.50	3	0.1000	1.5500 %	4.74
DATAI B2	89.50	2	0.1000	2.8100 %	2.71
DATA2 B2	3,415.00	18	0.1000	2.1600 %	75.56
MC REFCON3	0.00	1	0.0000	0.0000 %	0.00
MC REFCRP3	0.00	1	0.0000	0.0000 %	0.00
MCW PUBCNP	4,306.74	32	0.1000	1.5500 %	69.95
HVPUBSECCP	262.50	1	0.1000	1.5500 %	4.17
HVPUBSECNP	105.00	1	0.1000	1.5500 %	1.73
Total MasterCard	54,476.74	306			1,018.04
Interchange - Discover Acquiring					
PUBLIC R	882.00	4	0.1000	1.5500 %	14.07
ELECT COMM	40.00	1	0.1000	2.3000 %	1.02
Total Discover Acquiring	922.00	5			15.09

Total Interchange

13,949.40

Description	Sales Amount	Item Count	Processing Fee Per Item	Processing Rate	Processing Fee Dollars
Visa Processing Fee	583,238.47	1,354	0.0800	0.0000%	108.32
MasterCard Processing Fee	54,476.74	306	0.0800	0.0000%	24.48
Discover Acquiring Processing Fee	922.00	5	0.0800	0.0000%	0.40
Total Processing Fees					133.20

Total Charges

14,082.60

Card Association Fees

Description	Amount	Item Count	Percentage Rate	Per Item Rate	Fee Amount
VISA FEE					
ASSESSMENTS	537,564.00	1,069	0.1300	0.0000	698.83
BASE II NETWORK ACCESS CHARGE	583,238.47	1,350	0.0000	0.0018	2.43
VISA DEBIT ASSESSMENTS	45,674.47	281	0.1300	0.0000	59.38
VISA CREDIT VCHR PROCESS FEE D	2,998.80	4	0.0000	0.0155	0.06
ACQUIRER PROCESSING FEE	0.00	1,118	0.0000	0.0195	21.80
ACQUIRER PROCESSING FEE - DEBI	0.00	301	0.0000	0.0155	4.67
VISA FEE Fee Totals					787.17
M/C FEE					
ASSESSMENTS	45,918.44	301	0.1200	0.0000	55.10
MC CREDIT 1K ASSESSMENT FEE	8,558.30	3	0.1400	0.0000	11.98
MC ACQUIRER LICENSE FEE	54,476.74	304	0.0047	0.0000	2.56
MC DIGITAL	35,244.29	223	0.0100	0.0000	3.52
NABU FEE	0.00	344	0.0000	0.0195	6.71
MC CVC2 AUTHORIZATION FEE	0.00	254	0.0000	0.0025	0.64
MC ADDRESS VERIFICATION SERVIC	0.00	249	0.0000	0.0100	2.49
M/C FEE Fee Totals					83.00
DSCV FEE					
ASSESSMENTS	922.00	5	0.1300	0.0000	1.20
DATA USAGE FEE	0.00	6	0.0000	0.0195	0.12
DI NETWORK AUTHORIZATION FEE	0.00	6	0.0000	0.0025	0.02
DSCV FEE Fee Totals					1.34
Total Card Association Fees					871.51



7300 CHAPMAN HWY
KNOXVILLE, TN 37920

000000040 10 SP 106481617485681 P

Merchant Billing Statement

Statement Date: 07/31/2016
Store Number: 0000000000
Merchant Number: 0000008021391167
Chain Number: 16013
DBA Name: CO SPOKANE ACCELA PERMITS

Page

Other Transaction Charges

<i>Description</i>	<i>DR CR</i>	<i>Sales Amount</i>	<i>Discount Rate</i>	<i>Discount Charges</i>	<i>Item Count</i>	<i>Per Item Rate</i>	<i>Item Charge</i>
BTCH BATCH HDR	DR	0.00	0.0000	0.00	109	0.0000	0.00
	CR	0.00	0.0000	0.00	0	0.0000	0.00
Summary	DR	0.00		0.00	109		0.00
	CR	0.00		0.00	0		0.00
	NET	0.00		0.00	109		0.00

Other Fees

Non Taxable Items

<i>Description</i>	<i>Items</i>	<i>Rate</i>	<i>Total</i>
NONPCI CHG	1	45.0000	45.00
BILL STMT	1	5.0000	5.00
PCI MNTHLY	1	7.0000	7.00

Total Non-Taxable Items: 57.00
Total Taxable Items: 0.00
Total Tax: 0.00
Total Other Fees: 57.00

Merchant Connect provides a Custom Value Report plus a chain statement can be accessed by clicking on the View Full Report Detail.
Chain 16012 statement attached.

MerchantConnect

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View Full Report Detail

Custom Value Report

Report Period
July 31, 2016

DBA Name
CITY OF SPOKANE

Parent Chain Principal Chain
16012

Customer Service
(800)334-1941

Custom Volume

Volume Summary

	Number of Items	Dollar Amounts
Sales	70,177	\$1,855,066.53
Returns	69	\$5,466.11
Net Sales	70,246	\$1,849,600.42
Chargeback	1	-\$16.12
Credit Card Adjustments	1	-\$17.95
Total Sales	70,248	\$1,849,566.35
Total Sales YTD	402,787	\$10,292,111.64

Volume Trend

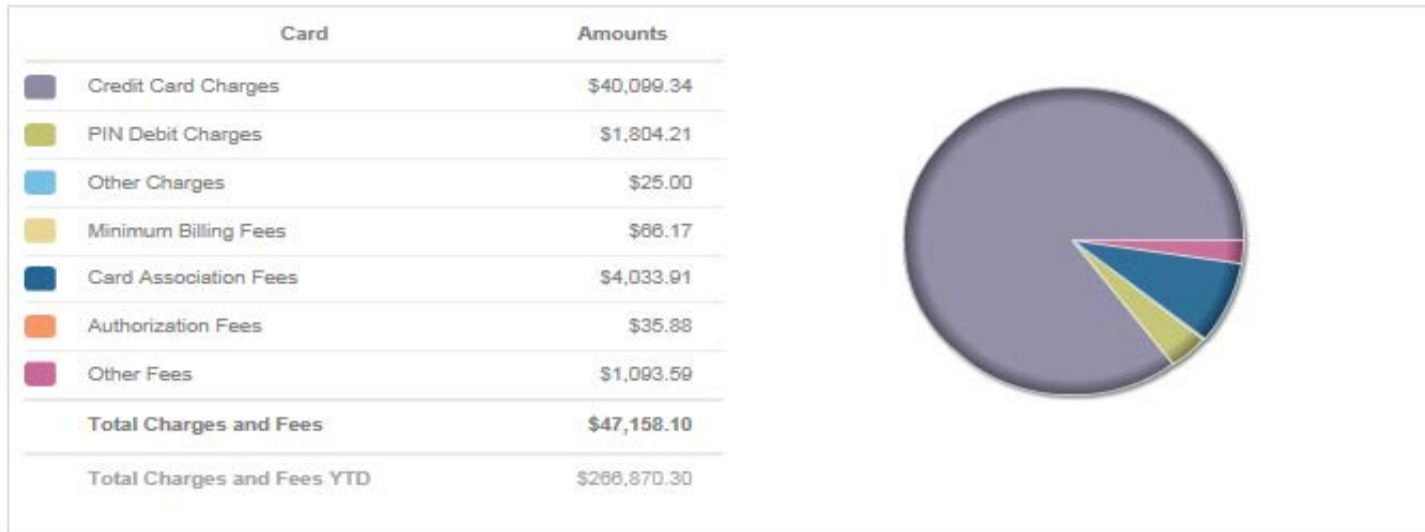
Month	Volume (\$)
Aug	1,520,000
Sep	1,450,000
Oct	1,350,000
Nov	760,000
Dec	900,000
Jan	780,000
Feb	950,000
Mar	1,450,000
Apr	1,750,000
May	1,650,000
Jun	1,850,000
Jul	1,900,000

(Sales) Volume Recap

Card	Amounts	Transactions	Average Ticket
American Express	\$26,540.08	361	\$73.52
Discover Acquiring	\$11,493.10	311	\$36.96
Interlink	\$83,755.55	2,853	\$29.36
Maestro	\$40,020.14	1,391	\$28.77
Mastercard	\$302,501.06	16,691	\$18.12
Pulse Regional Pos Debit	\$66.66	3	\$22.22
Visa	\$1,390,689.94	48,567	\$28.63
Total	\$1,855,066.53	70,177	\$26.43

Custom Fees

Fee Summary



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[View Full Report Detail](#)

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Custom Value Report

Report Period
July 31, 2016

DBA Name
CITY OF SPOKANE

Parent Chain Principal Chain
16013 16012



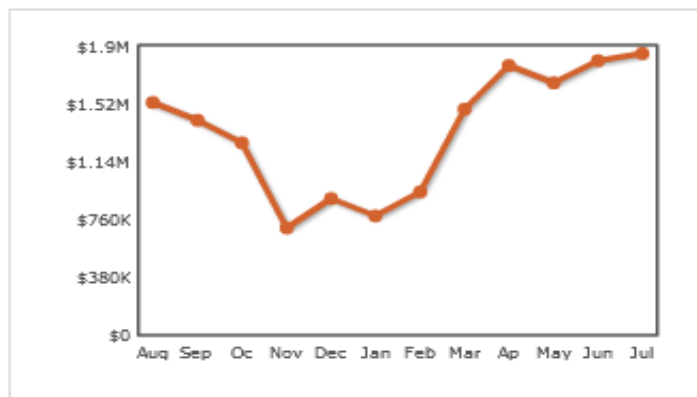
Customer Service
(800)334-1941

Custom Volume

Volume Summary

	Number of Items	Dollar Amounts
Sales	70,177	\$1,855,066.53
Returns	69	\$5,466.11
Net Sales	70,246	\$1,849,600.42
Chargeback	1	-\$16.12
Credit Card Adjustments	1	-\$17.95
Total Sales	70,248	\$1,849,566.35
Total Sales YTD	402,787	\$10,292,111.64

Volume Trend



(Sales) Volume Recap

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Card	Amounts	Transactions	Average Ticket
American Express	\$26,540.08	361	\$73.52
Discover Acquiring	\$11,493.10	311	\$36.96
Interlink	\$83,755.55	2,853	\$29.36
Maestro	\$40,020.14	1,391	\$28.77
Mastercard	\$302,501.06	16,691	\$18.12
Pulse Regional Pos Debit	\$66.66	3	\$22.22
Visa	\$1,390,689.94	48,567	\$28.63
Total	\$1,855,066.53	70,177	\$26.43

Custom Fees

Fee Summary



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[View Full Report Detail](#)

Merchant Connect provides a Custom Value Report plus a chain statement can be accessed by clicking on the View Full Report I MID level 8021391167 statement attached.

Custom Value Report

Report Period
July 31, 2016

DBA Name
CO SPOKANE ACCELA PERMITS

Merchant ID Parent Chain Principal Chain
8021391167 16013 16012

Charges and fees have been posted to account *****6060



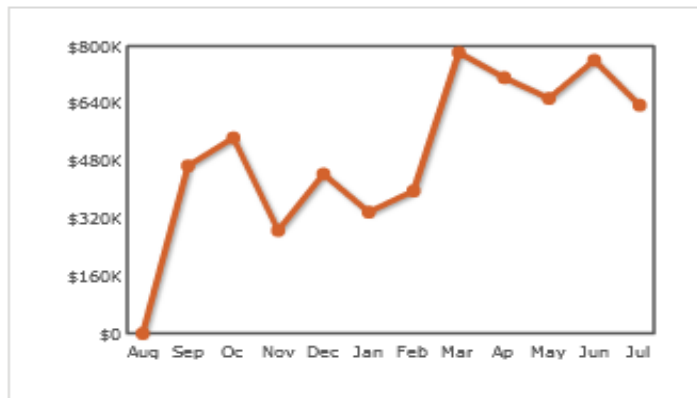
Customer Service
(800)334-1941

Custom Volume

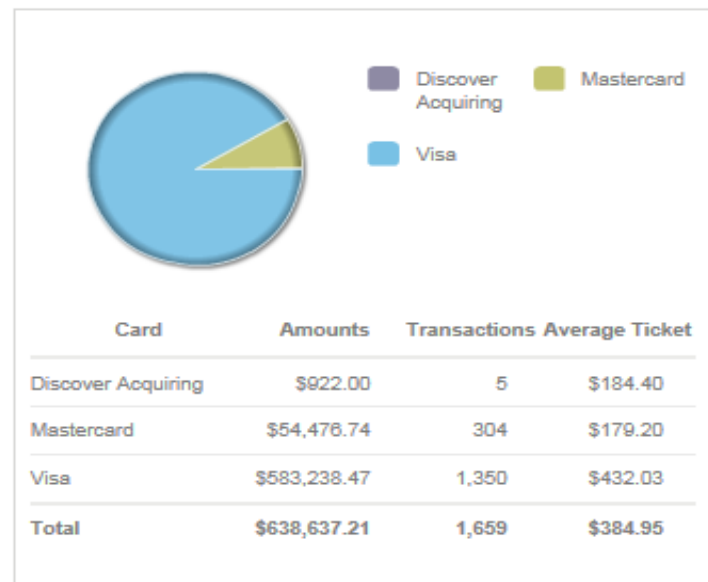
Volume Summary

	Number of Items	Dollar Amounts
Sales	1,659	\$638,637.21
Returns	6	\$3,517.30
Net Sales	1,665	\$635,119.91
Total Sales	1,665	\$635,119.91
Total Sales YTD	11,498	\$4,273,725.09

Volume Trend



(Sales) Volume Recap



Custom Fees

Fee Summary



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REPORT CYCLE	CUTOFF		
LOGO DESCRIPTION	REPORT DATE	DBA NAME	
U.S. BANK	07/31/2016	CITY OF SPOKANE	
PRINCIPAL CHAIN	16012	CHAIN NAME	CITY OF SPOKANE
PARENT CHAIN	00000	ATTENTION	ELLEN DOLAN
PARENT ENTITY	00000	ADDRESS	808 W SPOKANE BLVD
			ATTN: TREASURERS OFFICE
RETURN ADDRESS			SPOKANE
U.S. BANK N.A.		WA, 99201,	USA
7300 CHAPMAN HWY			
KNOXVILLE			
TN, 37920,	USA		

FOR CUSTOMER SERVICE PLEASE CALL 800-334-1941

REVIEW YOUR MERCHANT BILLING STATEMENTS FOR REVIEW OF PRICING CHANGES

SUMMARY

	# OF ITEMS	DOLLAR AMOUNTS	FEE/CHRG CAT.	FEE SUMMARY
SALES	70,177	1,855,066.53	CREDIT CARDS	40,099.34
RETURNS	69	5,466.11	EBT	0.00
NET SALES	70,246	1,849,600.42	PIN DEBIT	1,804.21
CHARGEBACKS	1	-16.12	AMERICN EXPRES	0.00
ADJUSTMENTS	1	-17.95	AMER EXPRESS	0.00
REBATE ADJ	0	0.00	OTHER TXN	25.00
CONV FEE ADJ	0	0.00	MONEY MANAGER	0.00
TOTAL SALES	70,248	1,849,566.35	CARD MIN BILL	66.17
			ELEC CHECK	0.00
			DEBIT MIN BILL	0.00
			ECS MIN BILL	0.00
			CARD ASSOC FEE	4,033.91
			AUTH FEES	35.88
			OTHER FEES	1,093.59
			TOT CHRG/FEE	47,158.10

LESS REBATES 0.00

VOLUME RECAP

ALL TYPE VISA				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
48,567	1,390,689.94	45	4,417.74	
NET SALES AMOUNT		DISCOUNT PAID	PER ITEM PAID	
1,386,272.20		23,008.74	9,680.16	
ALL TYPE MASTERCARD				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
16,691	302,501.06	23	1,011.37	
NET SALES AMOUNT		DISCOUNT PAID	PER ITEM PAID	
301,489.69		3,766.01	3,410.05	
ALL TYPE DISCOVER ACQUIRING				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
311	11,493.10	1	37.00	
NET SALES AMOUNT		DISCOUNT PAID	PER ITEM PAID	
11,456.10		174.09	60.29	
ALL TYPE INTERLINK				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
2,853	83,755.55	0	0.00	

	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	83,755.55	387.30	758.44			C
ALL TYPE MAESTRO						C
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT			C
1,391	40,020.14	0	0.00			C
	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	40,020.14	326.75	330.50			C
ALL TYPE PULSE REGIONAL POS DEBIT						C
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT			C
3	66.66	0	0.00			C
	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	66.66	0.53	0.69			C
ALL TYPE AMERICAN EXPRESS						C
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT			C
361	26,540.08	0	0.00			C
	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	26,540.08	0.00	0.00			C
CREDIT CARD CHAIN RECAP - INTERCHANGE +						C
DESCRIPTION	SALES	ITEM COUNT	INTERCHANGE PER ITEM	INTERCHANGE RATE	INTERCHANGE DOLLARS	C
MASTERCARD	- INTERCHANGE					C
MERIT I	61.00	2	0.1000	1.8900%	1.35	C
MERIT III	8,899.74	203	0.1000	1.5800%	160.91	C
KEY ENTERD	4.20	1	0.1000	1.8900%	0.18	C
M INTLSTND	205.50	95	0.0000	1.6000%	3.29	C
INTL ELEC	6,184.94	370	0.0000	1.1000%	68.03	C
PUBLIC CNP	5,462.52	410	0.1000	1.5500%	125.67	C
CORP INTL	553.43	9	0.0000	2.0000%	11.07	C
C DATA I	512.40	37	0.1000	2.6500%	17.28	C
CONV PURCH	61.25	9	0.0000	1.9000%	1.16	C
PUBLIC CP	6,489.39	377	0.1000	1.5500%	138.29	C
INTLP ELEC	2,295.92	92	0.0000	1.8500%	42.48	C
INTLP STND	78.90	31	0.0000	1.8500%	1.47	C
DATAI B2	1,069.46	63	0.1000	2.8100%	36.35	C
DATA2 B2	3,458.75	21	0.1000	2.1600%	76.81	C
WEBCOMDAT1	4.20	2	0.1000	2.8600%	0.32	C
INTLELECSP	109.40	6	0.0000	1.9800%	2.17	C
INTLSTNDSP	49.80	5	0.0000	1.9800%	0.99	C
MC REF G1D	0.00	3	0.0000	0.0000%	0.00	C
MC REF G3D	0.00	9	0.0000	0.0000%	0.00	C
MC REFCON3	0.00	7	0.0000	0.0000%	0.00	C
MC REF CRP3	0.00	1	0.0000	0.0000%	0.00	C
MCW MERIT3	12,006.34	340	0.1000	1.7700%	246.51	C
MCW PUBCNP	7,319.87	758	0.1000	1.5500%	189.26	C
MCWUTILITY	1,587.82	5	0.6500	0.0000%	3.25	C
MWEUTILITY	243.84	1	0.7500	0.0000%	0.75	C
MWE MERIT3	6,629.33	137	0.1000	2.2000%	159.54	C
MWB COMDAT1	196.72	22	0.1000	2.8100%	7.73	C
HV MERIT3	1,233.27	25	0.1000	2.2000%	29.64	C
HVPUBSECCP	787.34	24	0.1000	1.5500%	14.60	C
HVPUBSECNP	239.80	48	0.1000	1.5500%	8.52	C
HV UTILITY	415.07	2	0.7500	0.0000%	1.50	C
MCWCONPURC	30.25	4	0.0000	2.0000%	0.61	C
MCW PUB CP	20,707.91	758	0.1000	1.5500%	396.77	C
MC STND D	2.00	2	0.2500	1.9000%	0.54	C
MERIT 1 D	18.00	1	0.1500	1.6000%	0.44	C
MERIT 3 D	58,025.76	1,716	0.1500	1.0500%	866.67	C

MC UTIL DB	8,628.65	53	0.4500	0.0000%	23.85	C
MC SM TK D	604.25	99	0.0400	1.5500%	13.33	C
MC REST D	100.25	5	0.1000	1.1900%	1.69	C
ENH MER 3	5,961.46	149	0.1000	1.7300%	118.03	C
ENHPUBSCNP	2,424.90	267	0.1000	1.5500%	64.28	C
MC UTILITY	457.97	5	0.6500	0.0000%	3.25	C
ENHUTILITY	598.51	2	0.6500	0.0000%	1.30	C
CDATA II P	2,752.00	3	0.1000	2.5000%	69.10	C
CDATA II F	3,901.50	44	0.1000	2.5000%	101.94	C
CDATA II B	588.14	8	0.1000	2.0000%	12.56	C
ENH CONVPR	11.00	2	0.0000	1.9000%	0.21	C
ENHPUBSECP	4,937.11	282	0.1000	1.5500%	104.74	C
MER3 DRF	11,361.67	303	0.2200	0.0500%	72.34	C
REST DRF	134.75	10	0.2200	0.0500%	2.27	C
SM TKT DRF	145.45	31	0.2200	0.0500%	6.89	C
UTLY DRF	730.59	5	0.2200	0.0500%	1.47	C
REF G1 DRF	0.00	1	0.2200	0.0000%	0.22	C
REF G3 DRF	0.00	2	0.2200	0.0000%	0.44	C
DATAII DRF	351.50	4	0.2200	0.0500%	1.06	C
DATA I DRF	803.00	20	0.2200	0.0500%	4.80	C
C DATA I B	4,088.20	99	0.1000	2.6500%	118.26	C
C DATA I P	4,649.29	9	0.1000	2.6500%	124.11	C
C DATA I F	7,129.36	172	0.1000	2.6500%	206.13	C
MERIT 3 PP	440.28	14	0.1500	1.0500%	6.73	C
STANDARDPP	1.40	2	0.2500	1.9000%	0.53	C
MC UTLYTYP	794.44	7	0.6500	0.0000%	4.55	C
DATAI B3	1,477.46	47	0.1000	2.8600%	46.95	C
DATA2 B3	689.05	14	0.1000	2.2100%	16.63	C
UTLTY B3	870.49	2	1.5000	0.0000%	3.00	C
DATAI B4	3,948.29	78	0.1000	2.9600%	124.67	C
DATA2 B4	1,170.00	13	0.1000	2.3100%	28.33	C
DATA I BD	8,032.67	363	0.1000	2.6500%	249.18	C
DATA II BD	6,481.03	63	0.1000	2.2000%	148.89	C
UTLTY BD	1,551.54	4	1.5000	0.0000%	6.00	C
EMRG E/GDB	50,132.08	7,027	0.1500	0.6500%	1,379.91	C
EMGE/GDBMX	5,868.25	9	2.0000	0.0000%	18.00	C
EMRG E/GPP	1,595.43	183	0.1500	0.6500%	37.82	C
EMRG E/GDR	7.50	1	0.2100	0.0500%	0.21	C
EMRGE/GDRF	14,137.48	1,716	0.2200	0.0500%	384.60	C
TOTAL M/C	302,501.06	16,714			6,122.42	C
VISA	- INTERCHANGE					C
SIGN EIRF	48.85	18	0.1000	2.3000%	2.92	C
RTL2 CP	104,689.56	3,211	0.0500	1.4300%	1,657.60	C
CPS RETAIL	13,677.03	315	0.1000	1.5100%	238.02	C
EIRF	1,289.86	196	0.1000	2.3000%	49.27	C
RTL2 CNP	22,384.40	3,629	0.0500	1.4300%	501.55	C
CPS CRD NP	375.13	2	0.1000	1.8000%	6.95	C
US CR CONS	0.00	20	0.0000	0.0000%	0.00	C
SMALL TKT	3,434.32	523	0.0400	1.6500%	77.59	C
REWARDS 1	87,216.26	2,000	0.1000	1.6500%	1,639.08	C
REWARDS 2	2,225.74	8	0.1000	1.9500%	44.20	C
V INTLPREM	5,950.03	168	0.0000	1.8000%	107.10	C
INTLSUPPRM	80.46	6	0.0000	1.9700%	1.59	C
EIRF D	481.47	52	0.2000	1.7500%	18.83	C
RTL2 CNP D	18,163.20	4,049	0.1500	0.6500%	725.42	C
CARD NP D	845.06	7	0.1500	1.6500%	14.99	C
KEYED D	16.86	1	0.1500	1.6500%	0.43	C
CR CONS D	0.00	9	0.0000	0.0000%	0.00	C
SML TKT D	18,320.96	2,927	0.0400	1.5500%	401.06	C
RESTRNT D	155.25	7	0.1000	1.1900%	2.55	C
RETAIL D	101,847.48	2,553	0.1500	0.8000%	1,197.73	C
COM RET C	1,053.85	22	0.1000	2.5000%	28.56	C
COMM CNP B1	152,838.15	697	0.1000	2.2500%	3,508.55	C
COMM CNP C	186.10	76	0.1000	2.6500%	12.53	C
COMM CNP P	102,252.30	248	0.1000	2.6500%	2,734.48	C

COM RET P	16,336.39	80	0.1000	2.5000%	416.41	C
COMM CP B1	36,897.99	214	0.1000	2.2000%	833.14	C
V INTLCOMM	860.15	14	0.0000	2.0000%	17.20	C
V INTLELCT	5,480.99	241	0.0000	1.1000%	60.29	C
V INTLCHIP	121.12	21	0.0000	1.2000%	1.45	C
V INTLSTND	246.60	124	0.0000	1.6000%	3.95	C
VSP CNP	72,983.74	2,737	0.1000	2.4000%	2,025.31	C
VSP RTL	210,827.92	5,300	0.1000	2.1000%	4,957.37	C
VSP STND	1,692.00	250	0.1000	2.9500%	74.92	C
VSP ELEC	157.00	21	0.1000	2.4000%	5.87	C
RETAIL D R	132,166.80	3,228	0.2200	0.0500%	776.26	C
KEYED D R	68.52	3	0.2200	0.0500%	0.69	C
SML TKTD R	32,554.08	4,838	0.2200	0.0500%	1,080.65	C
RSTRNT D R	107.25	6	0.2200	0.0500%	1.37	C
RTL2CNP D R	28,173.40	6,804	0.2200	0.0500%	1,510.97	C
CNP D R	4,490.44	24	0.2200	0.0500%	7.53	C
EIRF D R	1,135.88	91	0.2200	0.0500%	20.59	C
CR CONSD R	0.00	10	0.0000	0.0000%	0.00	C
CRCOMM D R	0.00	1	0.0000	0.0000%	0.00	C
RETAIL PP	4,660.91	143	0.1500	1.1500%	75.06	C
SML TKT PP	1,321.51	239	0.0500	1.6000%	33.10	C
RTL2CNP PP	947.80	282	0.1500	0.6500%	48.46	C
EIRF PP	65.40	4	0.2000	1.8000%	1.98	C
RTL2CNPDMX	1,446.25	3	2.0000	0.0000%	6.00	C
CR COMM DB	0.00	3	0.0000	0.0000%	0.00	C
CP BUS DR	19,059.36	292	0.2200	0.0500%	73.78	C
CNP BUS DR	13,958.82	519	0.2200	0.0500%	121.17	C
CNP SQ	4.80	2	0.1000	2.4000%	0.32	C
COMMCNP B2	10,231.80	218	0.1500	2.4500%	283.38	C
COMM CP B2	25,711.17	489	0.1000	2.3000%	640.25	C
COMMCNP B3	12,866.61	268	0.2000	2.6000%	388.13	C
COMM CP B3	27,729.52	161	0.1000	2.4000%	681.60	C
CP BUSDB	8,436.33	128	0.1000	1.7000%	156.20	C
CNP BUSDB	8,608.70	449	0.1000	2.4500%	255.81	C
STAND B1	65.40	4	0.2000	2.9500%	2.73	C
STAND B2	272.10	78	0.2000	2.9500%	23.64	C
STAND B3	30.60	9	0.2000	2.9500%	2.70	C
CP COMM PP	304.50	17	0.1000	2.1500%	8.25	C
CNP COMM PP	24.00	6	0.1000	2.6500%	1.24	C
COMMCNP B4	51,090.68	377	0.2000	2.7000%	1,454.85	C
COMM CP B4	21,955.39	152	0.1000	2.5000%	564.08	C
STND B4	65.70	18	0.2500	2.9500%	6.44	C
TOTAL VISA	1,390,689.94	48,612			29,594.14	C
DISCOVER ACQUIRING	- INTERCHANGE					C
RETAIL R	2,470.63	55	0.1000	1.7100%	47.75	C
EXPRESS R	11.25	2	0.0000	1.9500%	0.22	C
PUBLIC R	3,794.91	133	0.1000	1.5500%	72.13	C
ELECT COMM	1,988.83	59	0.1000	2.3000%	51.63	C
VOUCHER3 R	0.00	1	0.0000	0.0000%	0.00	C
UTILITY R	1,532.57	5	0.7500	0.0000%	3.75	C
RETAIL P	753.00	15	0.1000	1.7100%	14.37	C
PUBLIC P	319.46	17	0.1000	1.5500%	6.65	C
PUBLIC D	5.00	1	0.2000	0.9000%	0.25	C
UTLTY COMM	109.98	1	1.5000	0.0000%	1.50	C
PUBLIC PP	267.97	15	0.1000	1.5500%	5.66	C
D RTL PP	239.50	8	0.1000	2.1000%	5.83	C
TOTAL DISC	11,493.10	312			209.74	C
TOTAL INTERCHANGE					35,926.30	C
DESCRIPTION	SALES	ITEM COUNT		PROCESSING FEE DOLLARS		C
MASTERCA PROCESSING FEE	302,501.06	16,714		1,053.64		C
VISA PROCESSING FEE	1,390,689.94	48,612		3,094.76		C
DISCOVER PROCESSING FEE	11,493.10	312		24.64		C
UNION PA PROCESSING FEE	0.00	0		0.00		C

PROCESSING FEES		1,704,684.10	65,638		4,173.04	C
SUMMARY					40,099.34	C
POINT OF SALE POS DEBIT CHARGES - BASIC						C
DESCRIPTION	DR CR	SALES AMOUNT	ITEM COUNT	ITEM CHARGE		
INLK PIN DB RTL	DR	34,044.04	1,171	541.68		C
	CR	0.00	0	0.00		C
INLK PP RTL	DR	2,828.34	31	39.66		C
	CR	0.00	0	0.00		C
INLK PIN DB DRF	DR	43,308.27	1,540	483.65		C
	CR	0.00	0	0.00		C
INLK DB BUSINES	DR	3,574.90	111	80.75		C
	CR	0.00	0	0.00		C
MSTO PIN DB RTL	DR	36,084.79	1,240	609.98		C
	CR	0.00	0	0.00		C
MSTO PIN DB DRF	DR	3,935.35	151	47.27		C
	CR	0.00	0	0.00		C
PULS PIN DB RTL	DR	66.66	3	1.22		C
	CR	0.00	0	0.00		C
SUMMARY	DR	123,842.35	4,247	1,804.21		C
	CR	0.00	0	0.00		C
	NET	123,842.35	4,247	1,804.21		C
OTHER TRANSACTION CHARGES CHAIN RECAP						C
DESCRIPTION	DR CR	SALES AMOUNT	ITEM COUNT	TOTAL CHARGE		
M/C CHARGEBACK	DR	0.00	0	0.00		C
	CR	16.12	1	25.00		C
AMEX NON-STL	DR	26,540.08	361	0.00		C
	CR	0.00	0	0.00		C
ADJ SUPPLIES	DR	0.00	0	0.00		C
	CR	17.95	1	0.00		C
BTCH BATCH HDR	DR	0.00	930	0.00		C
	CR	0.00	0	0.00		C
SUMMARY	DR	26,540.08	1,291	0.00		C
	CR	34.07	2	25.00		C
	NET	26,506.01	1,293	25.00		C
CARD ASSOCIATION FEE CHAIN RECAP						C
DESCRIPTION		AMOUNT	ITEM COUNT	FEE AMOUNT		
VISA FEE						C
ASSESSMENTS		992,713.32	21,831	1,290.53		C
BASE II NETWORK ACCESS CHARGE		1,390,689.94	48,567	87.42		C
VI TRANSACTION INTEGRITY FEE		1,682.75	147	14.70		C
VISA DEBIT ASSESSMENTS		397,976.62	26,736	517.37		C
IAF		12,739.35	572	57.32		C
ISA FEE		12,739.35	572	101.92		C

VISA CREDIT VCHR PROCESSING FEE	873.71	22	0.43	C
VISA CREDIT VCHR PROCESS FEE DB	3,544.03	23	0.37	C
VISA FANF TABLE 1B TIER 7	865,947.51	16	64.00	C
VISA FANF TABLE 2 TIER 7	539,646.76	1	120.00	C
ACQUIRER PROCESSING FEE		22,558	439.88	C
ZERO DOLLAR VERIFICATION		82	2.06	C
MIS-USE OF AUTH		96	4.32	C
ZERO FLOOR LIMIT		76	7.60	C
ACQUIRER PROCESSING FEE - DEBIT		27,640	428.44	C
VISA FEE TOTALS			3,136.36	Y
M/C FEE				C
ASSESSMENTS	286,865.29	16,684	344.23	C
MC CREDIT 1K ASSESSMENT FEE	15,635.77	7	21.88	C
MC ACQUIRER LICENSE FEE	302,501.06	16,691	14.21	C
MC INTL ACQUIRER PGM SUPPORT FEE	9,477.89	608	80.57	C
MC INTL CROSS BORDER FEE	9,477.89	608	56.86	C
MC DIGITAL	48,182.83	280	4.82	C
NABU FEE		17,449	340.27	C
MC CVC2 AUTHORIZATION FEE		880	2.21	C
ACCOUNT STATUS INQUIRY		30	0.75	C
PROCESSING INTEGRITY NO REVERSAL		41	1.86	C
PROCESSING INTEGRITY LINE ITEM		41	0.41	C
MC ADDRESS VERIFICATION SERVICE		757	7.57	C
M/C FEE TOTALS			875.64	Y
DSCV FEE				C
ASSESSMENTS	11,493.10	311	14.95	C
DATA USAGE FEE		314	6.15	C
DI NETWORK AUTHORIZATION FEE		314	0.81	C
DSCV FEE TOTALS			21.91	Y
TOTAL CARD ASSOCIATION FEES			4,033.91	C
CHAIN RECAP SECTION				C

MONTH-TO-DATE SALES					
CHAIN #	SALES CREDITS	CHARGEBACKS ADJUSTMENTS	NET SALES		
16013	1,855,066.53	-16.12			C
CITY OF SPOKANE	5,466.11	-17.95	1,849,566.35		C
CHAIN TOTALS:	1,855,066.53	-16.12			C
	5,466.11	-17.95	1,849,566.35		C
YEAR-TO-DATE SALES					
CHAIN #	SALES CREDITS	CHARGEBACKS ADJUSTMENTS	NET SALES		
16013	10,315,620.52	-20.92			C
CITY OF SPOKANE	23,405.06	-82.90	10,292,111.64		C
CHAIN TOTALS:	10,315,620.52	-20.92			C
	23,405.06	-82.90	10,292,111.64		C
MONTH-TO-DATE FEES AND CHARGES					
CHAIN #	CREDIT CARD AUTHORIZATION FEE	OTHER CARD OTHER FEES	EBT CHARGES POS DEBIT	MINIMUM BILL ELECTRONIC CHECK	
16013	40,099.34	25.00	0.00	66.17	C
CITY OF SPOKANE	35.88	1,093.59	1,804.21	0.00	C
	0.00	0.00	4,033.91		C
CHAIN TOTALS:	40,099.34	25.00	0.00	66.17	C
	35.88	1,093.59	1,804.21	0.00	C
	0.00	0.00	4,033.91		C
					C
					C
YEAR-TO-DATE FEES AND CHARGES					
CHAIN #	CREDIT CARD AUTHORIZATION FEE	OTHER CARD OTHER FEES	EBT CHARGES POS DEBIT	MINIMUM BILL ELECTRONIC CHECK	
16013	226,118.79	100.00	0.00	864.02	C
CITY OF SPOKANE	152.47	6,735.52	11,533.88	0.00	C
	0.00	158.24	21,207.38		C
CHAIN TOTALS:	226,118.79	100.00	0.00	864.02	C
	152.47	6,735.52	11,533.88	0.00	C

0.00 158.24 21,207.38 266,870.30 C

REPORT CYCLE	CUTOFF		
LOGO DESCRIPTION	REPORT DATE	DBA NAME	
U.S. BANK	07/31/2016	CITY OF SPOKANE	
PRINCIPAL CHAIN	16012	CHAIN NAME	CITY OF SPOKANE
PARENT CHAIN	16013	ATTENTION	ELLEN DOLAN
PARENT ENTITY	61305	ADDRESS	808 W SPOKANE BLVD
			ATTN: TREASURERS OFFICE
RETURN ADDRESS			SPOKANE
U.S. BANK N.A.		WA, 99201,	USA
7300 CHAPMAN HWY			
KNOXVILLE			
TN, 37920,	USA		

FOR CUSTOMER SERVICE PLEASE CALL 800-334-1941

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SUMMARY

	# OF ITEMS	DOLLAR AMOUNTS	FEE/CHRG CAT.	FEE SUMMARY
SALES	70,177	1,855,066.53	CREDIT CARDS	40,099.34
RETURNS	69	5,466.11	EBT	0.00
NET SALES	70,246	1,849,600.42	PIN DEBIT	1,804.21
CHARGEBACKS	1	-16.12	AMERICN EXPRES	0.00
ADJUSTMENTS	1	-17.95	AMER EXPRESS	0.00
REBATE ADJ	0	0.00	OTHER TXN	25.00
CONV FEE ADJ	0	0.00	MONEY MANAGER	0.00
TOTAL SALES	70,248	1,849,566.35	CARD MIN BILL	66.17
			ELEC CHECK	0.00
			DEBIT MIN BILL	0.00
			ECS MIN BILL	0.00
			CARD ASSOC FEE	4,033.91
			AUTH FEES	35.88
			OTHER FEES	1,093.59
			TOT CHRG/FEE	47,158.10

LESS REBATES 0.00

VOLUME RECAP

ALL TYPE VISA				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
48,567	1,390,689.94	45	4,417.74	

NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID
1,386,272.20	23,008.74	9,680.16

ALL TYPE MASTERCARD				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
16,691	302,501.06	23	1,011.37	

NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID
301,489.69	3,766.01	3,410.05

ALL TYPE DISCOVER ACQUIRING				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
311	11,493.10	1	37.00	

NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID
11,456.10	174.09	60.29

ALL TYPE INTERLINK				
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT	
2,853	83,755.55	0	0.00	

	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	83,755.55	387.30	758.44			C
ALL TYPE MAESTRO						C
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT			C
1,391	40,020.14	0	0.00			C
	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	40,020.14	326.75	330.50			C
ALL TYPE PULSE REGIONAL POS DEBIT						C
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT			C
3	66.66	0	0.00			C
	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	66.66	0.53	0.69			C
ALL TYPE AMERICAN EXPRESS						C
SALES ITEMS	SALES AMOUNT	CREDIT ITEMS	CREDIT AMOUNT			C
361	26,540.08	0	0.00			C
	NET SALES AMOUNT	DISCOUNT PAID	PER ITEM PAID			C
	26,540.08	0.00	0.00			C
CREDIT CARD CHAIN RECAP - INTERCHANGE +						C
DESCRIPTION	SALES	ITEM COUNT	INTERCHANGE PER ITEM	INTERCHANGE RATE	INTERCHANGE DOLLARS	C
MASTERCARD	- INTERCHANGE					C
MERIT I	61.00	2	0.1000	1.8900%	1.35	C
MERIT III	8,899.74	203	0.1000	1.5800%	160.91	C
KEY ENTERD	4.20	1	0.1000	1.8900%	0.18	C
M INTLSTND	205.50	95	0.0000	1.6000%	3.29	C
INTL ELEC	6,184.94	370	0.0000	1.1000%	68.03	C
PUBLIC CNP	5,462.52	410	0.1000	1.5500%	125.67	C
CORP INTL	553.43	9	0.0000	2.0000%	11.07	C
C DATA I	512.40	37	0.1000	2.6500%	17.28	C
CONV PURCH	61.25	9	0.0000	1.9000%	1.16	C
PUBLIC CP	6,489.39	377	0.1000	1.5500%	138.29	C
INTLP ELEC	2,295.92	92	0.0000	1.8500%	42.48	C
INTLP STND	78.90	31	0.0000	1.8500%	1.47	C
DATAI B2	1,069.46	63	0.1000	2.8100%	36.35	C
DATA2 B2	3,458.75	21	0.1000	2.1600%	76.81	C
WEBCOMDAT1	4.20	2	0.1000	2.8600%	0.32	C
INTLELECSP	109.40	6	0.0000	1.9800%	2.17	C
INTLSTNDSP	49.80	5	0.0000	1.9800%	0.99	C
MC REF G1D	0.00	3	0.0000	0.0000%	0.00	C
MC REF G3D	0.00	9	0.0000	0.0000%	0.00	C
MC REFCON3	0.00	7	0.0000	0.0000%	0.00	C
MC REF CRP3	0.00	1	0.0000	0.0000%	0.00	C
MCW MERIT3	12,006.34	340	0.1000	1.7700%	246.51	C
MCW PUBCNP	7,319.87	758	0.1000	1.5500%	189.26	C
MCWUTILITY	1,587.82	5	0.6500	0.0000%	3.25	C
MWEUTILITY	243.84	1	0.7500	0.0000%	0.75	C
MWE MERIT3	6,629.33	137	0.1000	2.2000%	159.54	C
MWB COMDAT1	196.72	22	0.1000	2.8100%	7.73	C
HV MERIT3	1,233.27	25	0.1000	2.2000%	29.64	C
HVPUBSECCP	787.34	24	0.1000	1.5500%	14.60	C
HVPUBSECNP	239.80	48	0.1000	1.5500%	8.52	C
HV UTILITY	415.07	2	0.7500	0.0000%	1.50	C
MCWCONPURC	30.25	4	0.0000	2.0000%	0.61	C
MCW PUB CP	20,707.91	758	0.1000	1.5500%	396.77	C
MC STND D	2.00	2	0.2500	1.9000%	0.54	C
MERIT 1 D	18.00	1	0.1500	1.6000%	0.44	C
MERIT 3 D	58,025.76	1,716	0.1500	1.0500%	866.67	C

MC UTIL DB	8,628.65	53	0.4500	0.0000%	23.85	C
MC SM TK D	604.25	99	0.0400	1.5500%	13.33	C
MC REST D	100.25	5	0.1000	1.1900%	1.69	C
ENH MER 3	5,961.46	149	0.1000	1.7300%	118.03	C
ENHPUBSCNP	2,424.90	267	0.1000	1.5500%	64.28	C
MC UTILITY	457.97	5	0.6500	0.0000%	3.25	C
ENHUTILITY	598.51	2	0.6500	0.0000%	1.30	C
CDATA II P	2,752.00	3	0.1000	2.5000%	69.10	C
CDATA II F	3,901.50	44	0.1000	2.5000%	101.94	C
CDATA II B	588.14	8	0.1000	2.0000%	12.56	C
ENH CONVPR	11.00	2	0.0000	1.9000%	0.21	C
ENHPUBSECP	4,937.11	282	0.1000	1.5500%	104.74	C
MER3 DRF	11,361.67	303	0.2200	0.0500%	72.34	C
REST DRF	134.75	10	0.2200	0.0500%	2.27	C
SM TKT DRF	145.45	31	0.2200	0.0500%	6.89	C
UTLY DRF	730.59	5	0.2200	0.0500%	1.47	C
REF G1 DRF	0.00	1	0.2200	0.0000%	0.22	C
REF G3 DRF	0.00	2	0.2200	0.0000%	0.44	C
DATAII DRF	351.50	4	0.2200	0.0500%	1.06	C
DATA I DRF	803.00	20	0.2200	0.0500%	4.80	C
C DATA I B	4,088.20	99	0.1000	2.6500%	118.26	C
C DATA I P	4,649.29	9	0.1000	2.6500%	124.11	C
C DATA I F	7,129.36	172	0.1000	2.6500%	206.13	C
MERIT 3 PP	440.28	14	0.1500	1.0500%	6.73	C
STANDARDPP	1.40	2	0.2500	1.9000%	0.53	C
MC UTLYTYP	794.44	7	0.6500	0.0000%	4.55	C
DATAI B3	1,477.46	47	0.1000	2.8600%	46.95	C
DATA2 B3	689.05	14	0.1000	2.2100%	16.63	C
UTLTY B3	870.49	2	1.5000	0.0000%	3.00	C
DATAI B4	3,948.29	78	0.1000	2.9600%	124.67	C
DATA2 B4	1,170.00	13	0.1000	2.3100%	28.33	C
DATA I BD	8,032.67	363	0.1000	2.6500%	249.18	C
DATA II BD	6,481.03	63	0.1000	2.2000%	148.89	C
UTLTY BD	1,551.54	4	1.5000	0.0000%	6.00	C
EMRG E/GDB	50,132.08	7,027	0.1500	0.6500%	1,379.91	C
EMGE/GDBMX	5,868.25	9	2.0000	0.0000%	18.00	C
EMRG E/GPP	1,595.43	183	0.1500	0.6500%	37.82	C
EMRG E/GDR	7.50	1	0.2100	0.0500%	0.21	C
EMRGE/GDRF	14,137.48	1,716	0.2200	0.0500%	384.60	C
TOTAL M/C	302,501.06	16,714			6,122.42	C
VISA	- INTERCHANGE					C
SIGN EIRF	48.85	18	0.1000	2.3000%	2.92	C
RTL2 CP	104,689.56	3,211	0.0500	1.4300%	1,657.60	C
CPS RETAIL	13,677.03	315	0.1000	1.5100%	238.02	C
EIRF	1,289.86	196	0.1000	2.3000%	49.27	C
RTL2 CNP	22,384.40	3,629	0.0500	1.4300%	501.55	C
CPS CRD NP	375.13	2	0.1000	1.8000%	6.95	C
US CR CONS	0.00	20	0.0000	0.0000%	0.00	C
SMALL TKT	3,434.32	523	0.0400	1.6500%	77.59	C
REWARDS 1	87,216.26	2,000	0.1000	1.6500%	1,639.08	C
REWARDS 2	2,225.74	8	0.1000	1.9500%	44.20	C
V INTLPREM	5,950.03	168	0.0000	1.8000%	107.10	C
INTLSUPPRM	80.46	6	0.0000	1.9700%	1.59	C
EIRF D	481.47	52	0.2000	1.7500%	18.83	C
RTL2 CNP D	18,163.20	4,049	0.1500	0.6500%	725.42	C
CARD NP D	845.06	7	0.1500	1.6500%	14.99	C
KEYED D	16.86	1	0.1500	1.6500%	0.43	C
CR CONS D	0.00	9	0.0000	0.0000%	0.00	C
SML TKT D	18,320.96	2,927	0.0400	1.5500%	401.06	C
RESTRNT D	155.25	7	0.1000	1.1900%	2.55	C
RETAIL D	101,847.48	2,553	0.1500	0.8000%	1,197.73	C
COM RET C	1,053.85	22	0.1000	2.5000%	28.56	C
COMM CNP B1	152,838.15	697	0.1000	2.2500%	3,508.55	C
COMM CNP C	186.10	76	0.1000	2.6500%	12.53	C
COMM CNP P	102,252.30	248	0.1000	2.6500%	2,734.48	C

COM RET P	16,336.39	80	0.1000	2.5000%	416.41	C
COMM CP B1	36,897.99	214	0.1000	2.2000%	833.14	C
V INTLCOMM	860.15	14	0.0000	2.0000%	17.20	C
V INTLELCT	5,480.99	241	0.0000	1.1000%	60.29	C
V INTLCHIP	121.12	21	0.0000	1.2000%	1.45	C
V INTLSTND	246.60	124	0.0000	1.6000%	3.95	C
VSP CNP	72,983.74	2,737	0.1000	2.4000%	2,025.31	C
VSP RTL	210,827.92	5,300	0.1000	2.1000%	4,957.37	C
VSP STND	1,692.00	250	0.1000	2.9500%	74.92	C
VSP ELEC	157.00	21	0.1000	2.4000%	5.87	C
RETAIL D R	132,166.80	3,228	0.2200	0.0500%	776.26	C
KEYED D R	68.52	3	0.2200	0.0500%	0.69	C
SML TKTD R	32,554.08	4,838	0.2200	0.0500%	1,080.65	C
RSTRNT D R	107.25	6	0.2200	0.0500%	1.37	C
RTL2CNP D R	28,173.40	6,804	0.2200	0.0500%	1,510.97	C
CNP D R	4,490.44	24	0.2200	0.0500%	7.53	C
EIRF D R	1,135.88	91	0.2200	0.0500%	20.59	C
CR CONSD R	0.00	10	0.0000	0.0000%	0.00	C
CRCOMM D R	0.00	1	0.0000	0.0000%	0.00	C
RETAIL PP	4,660.91	143	0.1500	1.1500%	75.06	C
SML TKT PP	1,321.51	239	0.0500	1.6000%	33.10	C
RTL2CNP PP	947.80	282	0.1500	0.6500%	48.46	C
EIRF PP	65.40	4	0.2000	1.8000%	1.98	C
RTL2CNPDMX	1,446.25	3	2.0000	0.0000%	6.00	C
CR COMM DB	0.00	3	0.0000	0.0000%	0.00	C
CP BUS DR	19,059.36	292	0.2200	0.0500%	73.78	C
CNP BUS DR	13,958.82	519	0.2200	0.0500%	121.17	C
CNP SQ	4.80	2	0.1000	2.4000%	0.32	C
COMMCNP B2	10,231.80	218	0.1500	2.4500%	283.38	C
COMM CP B2	25,711.17	489	0.1000	2.3000%	640.25	C
COMMCNP B3	12,866.61	268	0.2000	2.6000%	388.13	C
COMM CP B3	27,729.52	161	0.1000	2.4000%	681.60	C
CP BUSDB	8,436.33	128	0.1000	1.7000%	156.20	C
CNP BUSDB	8,608.70	449	0.1000	2.4500%	255.81	C
STAND B1	65.40	4	0.2000	2.9500%	2.73	C
STAND B2	272.10	78	0.2000	2.9500%	23.64	C
STAND B3	30.60	9	0.2000	2.9500%	2.70	C
CP COMM PP	304.50	17	0.1000	2.1500%	8.25	C
CNP COMM PP	24.00	6	0.1000	2.6500%	1.24	C
COMMCNP B4	51,090.68	377	0.2000	2.7000%	1,454.85	C
COMM CP B4	21,955.39	152	0.1000	2.5000%	564.08	C
STND B4	65.70	18	0.2500	2.9500%	6.44	C
TOTAL VISA	1,390,689.94	48,612			29,594.14	C
DISCOVER ACQUIRING	- INTERCHANGE					C
RETAIL R	2,470.63	55	0.1000	1.7100%	47.75	C
EXPRESS R	11.25	2	0.0000	1.9500%	0.22	C
PUBLIC R	3,794.91	133	0.1000	1.5500%	72.13	C
ELECT COMM	1,988.83	59	0.1000	2.3000%	51.63	C
VOUCHER3 R	0.00	1	0.0000	0.0000%	0.00	C
UTILITY R	1,532.57	5	0.7500	0.0000%	3.75	C
RETAIL P	753.00	15	0.1000	1.7100%	14.37	C
PUBLIC P	319.46	17	0.1000	1.5500%	6.65	C
PUBLIC D	5.00	1	0.2000	0.9000%	0.25	C
UTLTY COMM	109.98	1	1.5000	0.0000%	1.50	C
PUBLIC PP	267.97	15	0.1000	1.5500%	5.66	C
D RTL PP	239.50	8	0.1000	2.1000%	5.83	C
TOTAL DISC	11,493.10	312			209.74	C
TOTAL INTERCHANGE					35,926.30	C
DESCRIPTION	SALES	ITEM COUNT		PROCESSING FEE DOLLARS		C
MASTERCA PROCESSING FEE	302,501.06	16,714		1,053.64		C
VISA PROCESSING FEE	1,390,689.94	48,612		3,094.76		C
DISCOVER PROCESSING FEE	11,493.10	312		24.64		C
UNION PA PROCESSING FEE	0.00	0		0.00		C

PROCESSING FEES		1,704,684.10	65,638		4,173.04	C
SUMMARY					40,099.34	C
POINT OF SALE POS DEBIT CHARGES - BASIC						C
DESCRIPTION	DR CR	SALES AMOUNT	ITEM COUNT	ITEM CHARGE		
INLK PIN DB RTL	DR	34,044.04	1,171	541.68		C
	CR	0.00	0	0.00		C
INLK PP RTL	DR	2,828.34	31	39.66		C
	CR	0.00	0	0.00		C
INLK PIN DB DRF	DR	43,308.27	1,540	483.65		C
	CR	0.00	0	0.00		C
INLK DB BUSINES	DR	3,574.90	111	80.75		C
	CR	0.00	0	0.00		C
MSTO PIN DB RTL	DR	36,084.79	1,240	609.98		C
	CR	0.00	0	0.00		C
MSTO PIN DB DRF	DR	3,935.35	151	47.27		C
	CR	0.00	0	0.00		C
PULS PIN DB RTL	DR	66.66	3	1.22		C
	CR	0.00	0	0.00		C
SUMMARY	DR	123,842.35	4,247	1,804.21		C
	CR	0.00	0	0.00		C
	NET	123,842.35	4,247	1,804.21		C
OTHER TRANSACTION CHARGES CHAIN RECAP						C
DESCRIPTION	DR CR	SALES AMOUNT	ITEM COUNT	TOTAL CHARGE		
M/C CHARGEBACK	DR	0.00	0	0.00		C
	CR	16.12	1	25.00		C
AMEX NON-STL	DR	26,540.08	361	0.00		C
	CR	0.00	0	0.00		C
ADJ SUPPLIES	DR	0.00	0	0.00		C
	CR	17.95	1	0.00		C
BTCH BATCH HDR	DR	0.00	930	0.00		C
	CR	0.00	0	0.00		C
SUMMARY	DR	26,540.08	1,291	0.00		C
	CR	34.07	2	25.00		C
	NET	26,506.01	1,293	25.00		C
CARD ASSOCIATION FEE CHAIN RECAP						C
DESCRIPTION		AMOUNT	ITEM COUNT	FEE AMOUNT		
VISA FEE						C
ASSESSMENTS		992,713.32	21,831	1,290.53		C
BASE II NETWORK ACCESS CHARGE		1,390,689.94	48,567	87.42		C
VI TRANSACTION INTEGRITY FEE		1,682.75	147	14.70		C
VISA DEBIT ASSESSMENTS		397,976.62	26,736	517.37		C
IAF		12,739.35	572	57.32		C
ISA FEE		12,739.35	572	101.92		C

VISA CREDIT VCHR PROCESSING FEE	873.71	22	0.43	C
VISA CREDIT VCHR PROCESS FEE DB	3,544.03	23	0.37	C
VISA FANF TABLE 1B TIER 7	865,947.51	16	64.00	C
VISA FANF TABLE 2 TIER 7	539,646.76	1	120.00	C
ACQUIRER PROCESSING FEE		22,558	439.88	C
ZERO DOLLAR VERIFICATION		82	2.06	C
MIS-USE OF AUTH		96	4.32	C
ZERO FLOOR LIMIT		76	7.60	C
ACQUIRER PROCESSING FEE - DEBIT		27,640	428.44	C
VISA FEE TOTALS			3,136.36	Y
M/C FEE				C
ASSESSMENTS	286,865.29	16,684	344.23	C
MC CREDIT 1K ASSESSMENT FEE	15,635.77	7	21.88	C
MC ACQUIRER LICENSE FEE	302,501.06	16,691	14.21	C
MC INTL ACQUIRER PGM SUPPORT FEE	9,477.89	608	80.57	C
MC INTL CROSS BORDER FEE	9,477.89	608	56.86	C
MC DIGITAL	48,182.83	280	4.82	C
NABU FEE		17,449	340.27	C
MC CVC2 AUTHORIZATION FEE		880	2.21	C
ACCOUNT STATUS INQUIRY		30	0.75	C
PROCESSING INTEGRITY NO REVERSAL		41	1.86	C
PROCESSING INTEGRITY LINE ITEM		41	0.41	C
MC ADDRESS VERIFICATION SERVICE		757	7.57	C
M/C FEE TOTALS			875.64	Y
DSCV FEE				C
ASSESSMENTS	11,493.10	311	14.95	C
DATA USAGE FEE		314	6.15	C
DI NETWORK AUTHORIZATION FEE		314	0.81	C
DSCV FEE TOTALS			21.91	Y
TOTAL CARD ASSOCIATION FEES			4,033.91	C
MERCHANT RECAP SECTION				C

		MONTH-TO-DATE SALES			
		SALES	CHARGEBACKS	REBATE	ADJUSTMENTS
STORE #	MERCHANT #	CREDITS	ADJUSTMENTS	NET SALES	
0	8021347912	225.00	0.00	0.00	C
CO SPOKANE POLICE		50.00	0.00	175.00	C
0	8021347938	8,151.00	0.00	0.00	C
CO SPOKANE PARKS DEPT		0.00	0.00	8,151.00	C
0	8021347946	125,289.47	0.00	0.00	C
INDIAN CANYON GC		0.00	0.00	125,289.47	C
0	8021347953	269,728.25	0.00	0.00	C
CO SPOKANE RIVERFRONT PARK		556.11	0.00	269,172.14	C
0	8021347979	25,024.78	0.00	0.00	C
CO SPOKANE FIRE PREVENTION DPT		474.70	0.00	24,550.08	C
0	8021348050	116,449.15	0.00	0.00	C
ESMERALDA GC		0.00	0.00	116,449.15	C
0	8021348191	162,186.55	-16.12	0.00	C
CO SPOKANE W2E PLANT		0.00	-17.95	162,152.48	C
0	8021348233	108,542.32	0.00	0.00	C
CO SPOKANE UTILITIES COUNTER		0.00	0.00	108,542.32	C
0	8021348258	1,416.94	0.00	0.00	C
CO SPOKANE TAXES AND LICENSES		0.00	0.00	1,416.94	C
0	8021348720	110,162.19	0.00	0.00	C
THE CREEK QUALCHAN GC		215.00	0.00	109,947.19	C
0	8021348779	170,470.91	0.00	0.00	C
DOWNRIVER GC		503.00	0.00	169,967.91	C
0	8021391167	638,637.21	0.00	0.00	C
CO SPOKANE ACCELA PERMITS		3,517.30	0.00	635,119.91	C
0	8022225729	3,392.35	0.00	0.00	C
CO SPOKANE MERKEL CONCESSION		0.00	0.00	3,392.35	C
0	8022831146	2,820.00	0.00	0.00	C
CO SPOKANE PARKING VIOLATIONS		0.00	0.00	2,820.00	C
0	8023415097	873.87	0.00	0.00	C
CITY OF SPOKANE TREASURERS OFFIC		0.00	0.00	873.87	C

0	8023911087	51,687.00	0.00	0.00		C	
CITY OF SPOKANE PARKING METERS		0.00	0.00	51,687.00		C	
0	8023958864	50,260.00	0.00	0.00		C	
CITY OF SPOKANE PARKING CITATION		0.00	0.00	50,260.00		C	
0	8028130444	6,574.65	0.00	0.00		C	
COS LIBRARY SELF CHECKOUT		150.00	0.00	6,424.65		C	
0	8028130477	1,169.35	0.00	0.00		C	
COS LIBRARY PAY ONLINE		0.00	0.00	1,169.35		C	
0	8028514555	2,005.54	0.00	0.00		C	
CITY OF SPOKANE LID		0.00	0.00	2,005.54		C	
CHAIN TOTALS:		1,855,066.53	-16.12			C	
		5,466.11	-17.95	1,849,566.35		C	
YEAR-TO-DATE SALES							C
		SALES	CHARGEBACKS	REBATE	ADJUSTMENTS		C
STORE #	MERCHANT #	CREDITS	ADJUSTMENTS		NET SALES		C
0	8021009454	13.70	0.00		0.00		C
CO SPOKANE PARKING METERS		0.00	0.00		13.70		C
0	8021347912	8,755.00	0.00		0.00		C
CO SPOKANE POLICE		50.00	0.00		8,705.00		C
0	8021347938	29,732.76	0.00		0.00		C
CO SPOKANE PARKS DEPT		0.50	0.00		29,732.26		C
0	8021347946	446,945.23	0.00		0.00		C
INDIAN CANYON GC		0.00	0.00		446,945.23		C
0	8021347953	891,042.15	0.00		0.00		C
CO SPOKANE RIVERFRONT PARK		3,441.04	-25.00		887,576.11		C
0	8021347979	152,306.96	0.00		0.00		C
CO SPOKANE FIRE PREVENTION DPT		990.78	0.00		151,316.18		C
0	8021348050	503,722.33	0.00		0.00		C
ESMERALDA GC		0.00	0.00		503,722.33		C
0	8021348191	1,058,310.09	-16.12		0.00		C
CO SPOKANE W2E PLANT		0.00	-57.90		1,058,236.07		C
0	8021348233	725,245.96	0.00		0.00		C
CO SPOKANE UTILITIES COUNTER		0.00	0.00		725,245.96		C
0	8021348258	6,642.35	0.00		0.00		C
CO SPOKANE TAXES AND LICENSES		0.00	0.00		6,642.35		C
0	8021348720	525,122.40	0.00		0.00		C
THE CREEK QUALCHAN GC		821.97	0.00		524,300.43		C
0	8021348779	781,305.50	0.00		0.00		C
DOWNRIVER GC		4,080.85	0.00		777,224.65		C
0	8021391167	4,285,709.39	0.00		0.00		C
CO SPOKANE ACCELA PERMITS		11,984.30	0.00		4,273,725.09		C
0	8022225729	16,095.22	0.00		0.00		C
CO SPOKANE MERKEL CONCESSION		6.00	0.00		16,089.22		C
0	8022831146	31,703.72	0.00		0.00		C
CO SPOKANE PARKING VIOLATIONS		850.00	0.00		30,853.72		C
0	8023415097	897.37	0.00		0.00		C
CITY OF SPOKANE TREASURERS OFFIC		533.82	0.00		363.55		C
0	8023911087	407,915.70	-4.80		0.00		C
CITY OF SPOKANE PARKING METERS		0.00	0.00		407,910.90		C
0	8023958864	377,616.27	0.00		0.00		C
CITY OF SPOKANE PARKING CITATION		140.00	0.00		377,476.27		C
0	8028130444	46,187.74	0.00		0.00		C
COS LIBRARY SELF CHECKOUT		410.00	0.00		45,777.74		C
0	8028130477	7,348.15	0.00		0.00		C
COS LIBRARY PAY ONLINE		95.80	0.00		7,252.35		C
0	8028514555	13,002.53	0.00		0.00		C
CITY OF SPOKANE LID		0.00	0.00		13,002.53		C
CHAIN TOTALS:		10,315,620.52	-20.92				C
		23,405.06	-82.90	10,292,111.64			C
MONTH-TO-DATE FEES AND CHARGES							C
STORE #	MERCHANT #	CREDIT CARDS	OTHER CARD	EBT CHARGES	MINIMUM BILL		C
		AUTHORIZATION FEE	OTHER FEES		POS DEBIT	ELECTRONIC CHECK	C
		MONEY MANAGER			AMEX	CARD ASSOC FEES	TOTAC
0	8021009454	0.00	0.00	0.00		0.00	C
CO SPOKANE PARKING METERS		0.00	57.00		0.00	0.00	C
		0.00	0.00	184.00		241.00	

0	8021064400	0.00	0.00	0.00	0.00	0.00	C
CO SPOKANE PARKING CELL		0.00	62.00	0.00	0.00	0.00	C
		0.00	0.00	0.00	62.00		C
0	8021347912	6.22	0.00	0.00	0.00	0.00	C
CO SPOKANE POLICE		0.00	57.00	0.00	0.00	0.00	C
		0.00	0.00	0.32	63.54		C
0	8021347938	174.15	0.00	0.00	0.00	0.00	C
CO SPOKANE PARKS DEPT		0.03	50.00	1.20	0.00	0.00	C
		0.00	0.00	11.21	236.59		C
0	8021347946	2,159.75	0.00	0.00	0.00	0.00	C
INDIAN CANYON GC		0.00	12.00	0.00	0.00	0.00	C
		0.00	0.00	286.97	2,458.72		C
0	8021347953	7,039.07	0.00	0.00	0.00	0.00	C
CO SPOKANE RIVERFRONT PARK		0.54	17.00	0.00	0.00	0.00	C
		0.00	0.00	877.80	7,934.41		C
0	8021347979	656.75	0.00	0.00	0.00	0.00	C
CO SPOKANE FIRE PREVENTION DPT		0.00	57.00	0.00	0.00	0.00	C
		0.00	0.00	36.48	750.23		C
0	8021348050	2,160.04	0.00	0.00	0.00	0.00	C
ESMERALDA GC		0.00	12.00	0.00	0.00	0.00	C
		0.00	0.00	224.46	2,396.50		C
0	8021348191	1,541.78	25.00	0.00	0.00	0.00	C
CO SPOKANE W2E PLANT		33.67	514.64	1,587.53	0.00	0.00	C
		0.00	0.00	129.26	3,831.88		C
0	8021348233	899.82	0.00	0.00	0.00	0.00	C
CO SPOKANE UTILITIES COUNTER		1.08	12.00	189.19	0.00	0.00	C
		0.00	0.00	107.25	1,209.34		C
0	8021348258	16.79	0.00	0.00	0.00	0.00	C
CO SPOKANE TAXES AND LICENSES		0.03	12.00	3.07	0.00	0.00	C
		0.00	0.00	1.70	33.59		C
0	8021348720	1,877.02	0.00	0.00	0.00	0.00	C
THE CREEK QUALCHAN GC		0.00	12.00	0.00	0.00	0.00	C
		0.00	0.00	204.12	2,093.14		C
0	8021348779	3,106.78	0.00	0.00	0.00	0.00	C
DOWNRIVER GC		0.00	12.00	0.00	0.00	0.00	C
		0.00	0.00	332.76	3,451.54		C
0	8021391167	14,082.60	0.00	0.00	0.00	0.00	C
CO SPOKANE ACCELA PERMITS		0.00	57.00	0.00	0.00	0.00	C
		0.00	0.00	871.51	15,011.11		C
0	8022225729	130.97	0.00	0.00	0.00	0.00	C
CO SPOKANE MERKEL CONCESSION		0.00	0.00	0.00	0.00	0.00	C
		0.00	0.00	13.17	144.14		C
0	8022831146	12.66	0.00	0.00	0.00	0.00	C
CO SPOKANE PARKING VIOLATIONS		0.53	12.00	23.22	0.00	0.00	C
		0.00	0.00	1.41	49.82		C
0	8023365243	0.00	0.00	0.00	35.00	0.00	C
CO SPOKANE UTILITIES IVR		0.00	26.95	0.00	0.00	0.00	C
		0.00	0.00	0.00	61.95		C
0	8023415097	2.62	0.00	0.00	31.17	0.00	C
CITY OF SPOKANE TREASURERS OFFIC		0.00	7.00	0.00	0.00	0.00	C
		0.00	0.00	1.21	42.00		C
0	8023911087	5,232.15	0.00	0.00	0.00	0.00	C
CITY OF SPOKANE PARKING METERS		0.00	52.00	0.00	0.00	0.00	C
		0.00	0.00	593.04	5,877.19		C
0	8023958864	725.42	0.00	0.00	0.00	0.00	C
CITY OF SPOKANE PARKING CITATION		0.00	52.00	0.00	0.00	0.00	C
		0.00	0.00	109.85	887.27		C
0	8028130444	212.63	0.00	0.00	0.00	0.00	C
COS LIBRARY SELF CHECKOUT		0.00	0.00	0.00	0.00	0.00	C
		0.00	0.00	34.68	247.31		C
0	8028130477	40.13	0.00	0.00	0.00	0.00	C
COS LIBRARY PAY ONLINE		0.00	0.00	0.00	0.00	0.00	C
		0.00	0.00	10.04	50.17		C
0	8028514555	21.99	0.00	0.00	0.00	0.00	C
CITY OF SPOKANE LID		0.00	0.00	0.00	0.00	0.00	C
		0.00	0.00	2.67	24.66		C

CHAIN TOTALS:		40,099.34	25.00	0.00	66.17		C
		35.88	1,093.59	1,804.21		0.00	C
		0.00	0.00	4,033.91		47,158.10	C
		YEAR-TO-DATE FEES AND CHARGES					C
STORE #	MERCHANT #	CREDIT CARDS	OTHER CARD	EBT CHARGES	MINIMUM BILL		C
		AUTHORIZATION FEE	OTHER FEES	POS DEBIT	ELECTRONIC CHECK		C
		MONEY MANAGER		AMEX	CARD ASSOC FEES		TOTAC
0	8021009454	2.13	0.00	0.00	0.00		C
CO SPOKANE PARKING METERS		0.00	399.00	0.00	0.00		C
		0.00	0.00	1,256.25	1,657.38		C
0	8021064400	0.00	0.00	0.00	0.00		C
CO SPOKANE PARKING CELL		0.00	434.00	0.00	0.00		C
		0.00	0.00	0.00	434.00		C
0	8021347912	204.74	0.00	0.00	0.00		C
CO SPOKANE POLICE		0.00	1,057.51	0.00	0.00		C
		0.00	0.00	27.60	1,289.85		C
0	8021347938	508.67	0.00	0.00	0.00		C
CO SPOKANE PARKS DEPT		0.06	350.00	15.19	0.00		C
		0.00	0.00	33.25	907.17		C
0	8021347946	7,443.34	0.00	0.00	70.00		C
INDIAN CANYON GC		0.00	84.00	0.00	0.00		C
		0.00	0.00	870.99	8,468.33		C
0	8021347953	24,443.79	0.00	0.00	0.00		C
CO SPOKANE RIVERFRONT PARK		3.63	119.10	0.00	0.00		C
		0.00	0.00	2,824.88	27,391.40		C
0	8021347979	3,932.77	0.00	0.00	0.00		C
CO SPOKANE FIRE PREVENTION DPT		0.00	264.00	0.00	0.00		C
		0.00	0.00	219.01	4,415.78		C
0	8021348050	8,623.04	0.00	0.00	29.51		C
ESMERALDA GC		0.00	84.04	0.00	0.00		C
		0.00	0.00	884.22	9,620.81		C
0	8021348092	0.00	0.00	0.00	0.00		C
CO SPOKANE ENGINEERING SVCS		0.00	41.00	0.00	0.00		C
		0.00	0.00	0.00	41.00		C
0	8021348183	0.00	0.00	0.00	0.00		C
CO SPOKANE BUILDING SRVCS		0.00	41.00	0.00	0.00		C
		0.00	0.00	0.00	41.00		C
0	8021348191	10,277.84	25.00	0.00	0.00		C
CO SPOKANE W2E PLANT		133.31	1,414.08	9,451.15	0.00		C
		0.00	0.00	880.62	22,182.00		C
0	8021348233	5,278.48	0.00	0.00	0.00		C
CO SPOKANE UTILITIES COUNTER		7.25	84.00	1,833.68	0.00		C
		0.00	158.24	555.64	7,917.29		C
0	8021348258	77.27	0.00	0.00	0.00		C
CO SPOKANE TAXES AND LICENSES		0.03	84.00	18.59	0.00		C
		0.00	0.00	7.70	187.59		C
0	8021348720	8,486.89	0.00	0.00	0.00		C
THE CREEK QUALCHAN GC		0.00	84.00	0.00	0.00		C
		0.00	0.00	884.94	9,455.83		C
0	8021348779	13,455.84	0.00	0.00	0.00		C
DOWNRIVER GC		0.03	85.40	0.00	0.00		C
		0.00	0.00	1,371.63	14,912.90		C
0	8021391167	94,070.94	25.00	0.00	0.00		C
CO SPOKANE ACCELA PERMITS		0.09	399.00	0.00	0.00		C
		0.00	0.00	5,800.03	100,295.06		C
0	8022225729	574.28	0.00	0.00	105.00		C
CO SPOKANE MERKEL CONCESSION		0.00	457.64	0.00	0.00		C
		0.00	0.00	57.91	1,194.83		C
0	8022831146	166.94	0.00	0.00	0.00		C
CO SPOKANE PARKING VIOLATIONS		1.82	84.00	214.24	0.00		C
		0.00	0.00	19.42	486.42		C
0	8023365227	0.00	0.00	0.00	175.00		C
CO SPOKANE UTILITIES WEB		0.00	202.75	0.00	0.00		C
		0.00	0.00	0.00	377.75		C
0	8023365243	0.00	0.00	0.00	245.00		C
CO SPOKANE UTILITIES IVR		0.00	188.65	0.00	0.00		C

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2016-0413
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	CHUCK 625-6524	<u>Project #</u>	
<u>Contact E-Mail</u>	CCONKLIN@SPOKANECITY.ORG	<u>Bid #</u>	RFB#4227-16
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2017 FUNDS
<u>Agenda Item Name</u>	4490 - EXTENSION OF CONTRACT FOR BOILERMAKER SERVICES FOR THE WTE		

Agenda Wording

Extension to contract with PSF Industries, Inc. (Seattle, WA) for boilermaker services for the WTE for emergency or unscheduled outages. January 1, 2017, to March 31, 2017. \$150,000.00

Summary (Background)

RFB# 4227-16 was issued on January 29, 2016. Four bids were received. PSF Industries, Inc., was determined to be the lowest cost bidder, and the City entered into a contract on May 23, 2016. Having a contract in place to allow for repair in the event of boiler tube blows should they occur is critical to the continued operation of the WTE. Bids for boilermaker services will be solicited under a newly issued RFB and a new contract completed.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 150,000.00	#	4490-44100-37148-54803
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CONKLIN, CHUCK	<u>Study Session</u>	PWC 11/28/16
<u>Division Director</u>	GIMPEL, KEN	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	ttauscher@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	kkeck@spokanecity.org	
<u>Additional Approvals</u>		jsalstrom@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	tprince@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Having a contract in place to allow for repair of those boiler tube blows should they occur is critical to the continued operation of the WTE. This contract will allow for these repairs to be completed in a timely manner while bids for boilermaker services are solicited and a contractor selected. Bids for boilermaker services will be solicited under a newly issued RFB, and a new contract completed.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
Public Works Committee
Solid Waste Disposal
November 28, 2016

Subject

Extension to contract with PSF Industries, Inc., Seattle, for boilermaker services for the WTE for emergency or unscheduled outages. January 1, 2017, to March 31, 2017.
\$150,000.00

Background

RFB# 4227-16 was issued on January 29, 2016. Four bids were received. PSF Industries, Inc., was determined to be the lowest cost bidder, and the City entered into a contract on May 23, 2016. In addition to regularly scheduled outages, unscheduled downtime caused by boiler tube blows require boiler tubes to be repaired or removed and replaced. Having a contract in place to allow for repair of these boiler tube blows should they occur is critical to the continued operation of the WTE.

Bids for boilermaker services will be solicited under a newly issued RFB and a new contract completed.

Impact

This contract extension will allow for these repairs to be completed in a timely manner while bids for boilermaker services are solicited and a contractor selected.

Action

Recommend approval of this contract extension.

Funding

Funding for this contract extension is included in the 2017 operations budget for the WTE.



City of Spokane

**CONTRACT EXTENSION
WITH COST**

Title: **BOILERMAKER SERVICES FOR THE
WASTE TO ENERGY (WTE) FACILITY**

This Contract Extension including additional compensation is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **PSF INDUSTRIES, INC.**, whose Corporate Headquarters address in Washington State are P.O. Box 3747, 65 South Horton Street, Seattle, Washington 98124-98134, as ("Contractor").

WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide for the City Boilermaker Services for Scheduled Outages and Emergency Outages at the Waste to Energy (WTE) Facility for the City of Spokane Solid Waste Disposal Department; and

WHEREAS, additional time is required, and thus the Contract time for performance needs to be formally extended by this written document.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated June 6, 2016, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Extension shall become effective on January 1, 2017.

3. EXTENSION.

The contract documents are hereby extended and shall run through March 31, 2017.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **ONE HUNDRED FIFTY THOUSAND AND NO/100 DOLLARS (\$150,000.00)**, for everything furnished and done under this Contract Extension.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Extension by having legally-binding representatives affix their signatures below.

PSF INDUSTRIES, INC.,

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Type or Print Name

Title

Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2015-0014
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	CHUCK 625-6524	<u>Project #</u>	
<u>Contact E-Mail</u>	CCONKLIN@SPOKANECITY.ORG	<u>Bid #</u>	WTEF-07
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2017 FUNDS
<u>Agenda Item Name</u>	4490 EXTENSION OF CONTRACT FOR GEARBOX REBUILD FOR THE WTE		

Agenda Wording

Extension of contract with Knight Construction & Supply, Inc. (Deer Park, WA) for the rebuild of gearboxes for the WTE. January 1, 2017, through December 31, 2017. \$45,654.00.

Summary (Background)

An informal request for bids, WTEF-07, was issued on October 10, 2014, for the rebuild of various gearboxes throughout the WTE. Knight Construction & Supply, Inc., was determined to be the lowest cost bidder. Rebuilding these gearboxes will extend their life and allow the WTE to continue uninterrupted operations at a lower cost than replacing the gearboxes.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 45,654.00	#	4490-44100-37148-54803
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CONKLIN, CHUCK	<u>Study Session</u>	PWC 11/28/16
<u>Division Director</u>	GIMPEL, KEN	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	ttauscher@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	kkeck@spokanecity.org	
<u>Additional Approvals</u>		jsalstrom@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	tprince@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

The initial contract was for 1 year and allowed for four 1-year extensions. This is the 2nd of those extensions. The original contract was for \$45,654.00, and the first extension was also for \$45,654.00. This 2nd extension of \$45,654.00 will bring the total contract amount above the maximum allowed under the minor contract guidelines, so must be reviewed and approved by City Council.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
Public Works Committee
Solid Waste Disposal
November 28, 2016

Subject

Extension of contract with Knight Construction & Supply, Inc., Deer Park, for the rebuild of gearboxes for the WTE. January 1, 2017, through December 31, 2017. \$45,654.00.

Background

An informal request for bids, WTEF-07, was issued on October 10, 2014, for the rebuild of various gearboxes throughout the WTE. Knight Construction & Supply, Inc., was determined to be the lowest cost bidder.

The initial contract was for 1 year and allowed for four 1-year extensions. This is the 2nd of those extensions. The original contract was for \$45,654.00, and the first extension was also for \$45,654.00. This 2nd extension of \$45,654.00 will bring the total contract amount above the maximum allowed under the minor contract guidelines, so must be reviewed and approved by City Council.

Impact

Rebuilding these gearboxes will extend their life and allow the WTE to continue uninterrupted operations at a lower cost than replacing the gearboxes.

Action

Approval of this contract extension is recommended.

Funding

Funding for this contract extension is included in the 2017 maintenance budget for the WTE.



City of Spokane

**CONTRACT AMENDMENT /
EXTENSION**

Title: **REBUILD GEARBOXES OFF-SITE
FOR THE WASTE TO ENERGY FACILITY**

This Contract Amendment / Extension is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **KNIGHT CONSTRUCTION & SUPPLY, INC.**, whose address is 28308 North Cedar Road, Deer Park, Washington 99006 as ("**Company**").

*WHEREAS, the parties entered into a Contract wherein the **Company** agreed to provide for the City Rebuild Gearboxes Off-Site for the Waste to Energy Facility; and*

WHEREAS, a change or revision of the Contract has been requested, and the Contract time for performance needs to be extended per the original terms of the IRFP, thus the original Contract needs to be formally Amended and Extended by this written document; and

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated December 30, 2014, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Amendment / Extension shall become effective on January 1, 2017.

3. AMENDMENT.

Section 2 of the original Contract is amended to read as follows:

The Contract shall begin on November 17, 2014 and end on December 31, 2015, unless terminated earlier. ~~The Contract may be extended for one (1) additional one-year contract period, upon mutual agreement.~~ Contract renewals or extension shall be initiated at the discretion of the City and subject to mutual agreement. The Contract may be extended for four (4) additional one-year contract periods with the total contract periods not to exceed five (5) years and 45 days.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **FORTY FIVE THOUSAND SIX HUNDRED SIXTY FOUR AND NO/100 (\$45,654.00)** plus tax if applicable, for everything furnished and done under this Contract Amendment / Extension. This is the maximum amount to be paid under this Amendment / Extension, and shall not be exceeded without the prior written authorization of the City, memorialized with the same formality as the original Contract and this document.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Amendment / Extension by having legally-binding representatives affix their signatures below.

COMPANY

By _____
Signature Date

Type or Print Name

Title

Attest:

City Clerk

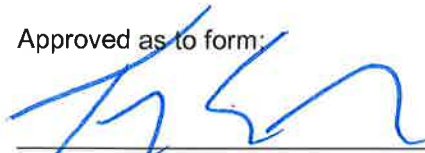
CITY OF SPOKANE

By _____
Signature Date

Type or Print Name

Title

Approved as to form:



Assistant City Attorney

Attachments that are part of this Agreement:

N/A

U2016-123

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2013-0382
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	CHUCK 625-6524	<u>Project #</u>	
<u>Contact E-Mail</u>	CCONKLIN@SPOKANECITY.ORG	<u>Bid #</u>	RFP 3916-13
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2017 FUNDS
<u>Agenda Item Name</u>	4500/4490 CONTRACT EXTENSION WITH BARR-TECH LLC		

Agenda Wording

Contract extension with Barr-Tech LLC (Sprague, WA) for transporting, processing, and marketing of finished product of residential and commercial yard debris and food waste. January 1, 2017 to December 31, 2017. Estimated expenditure \$1,100,000.00.

Summary (Background)

The original contract, dated June 2013, included up to three one-year extensions not to exceed five years. This is the third and final extension remaining on this contract. This contract will allow for the transport, processing and composting of yard/food waste collected at curbside and received from the public at the WTE.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Expense	\$ 700,000.00	#	4500-44200-53148-54201
Expense	\$ 400,000.00	#	4490-44300-37148-54201
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CONKLIN, CHUCK	<u>Study Session</u>	PWC 11/28/16
<u>Division Director</u>	GIMPEL, KEN	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	ttauscher@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	kkeck@spokanecity.org	
<u>Additional Approvals</u>		jsalstrom@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	tprince@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Pricing for this contract extension remains the same as the previous extension. Those prices are \$29 per ton for yard/food waste delivered by the City to Barr-Tech's facility, \$39 per ton for yard/food waste delivered by the City to Barr-Tech's transfer facility off Geiger Blvd. and \$40 per ton for yard/food waste transported by Barr-Tech from the WTE Plant to Barr-Tech's facility. The cost of this contract extension, based on previous years, will be approximately \$700,000 for the Solid Waste Collection Department and \$400,000 for the Solid Waste Disposal Department.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
Public Works Committee
Utilities Division
November 28, 2016

Subject

Contract extension with Barr-Tech LLC for transporting, processing, and product marketing of residential and commercial yard debris and food waste.

Background

The original contract, dated June 2013, included up to three one-year extensions not to exceed five years. The first extension was through December 31, 2015 and the second extension is through December 31, 2016. This extension, through December 31, 2017, will be the third and final extension remaining on this contract.

Impact

This contract extension allows the City of Spokane to continue to utilize Barr-Tech for the transport, processing and composting of yard/food waste collected curbside and received from the public at the WTE Plant.

Pricing for this contract extension remains the same as the previous extension. Those prices are \$29 per ton for yard/food waste delivered by the City to Barr-Tech's facility, \$39 per ton for yard/food waste delivered by the City to Barr-Tech's transfer facility off Geiger Blvd. and \$40 per ton for yard/food waste transported by Barr-Tech from the WTE Plant to Barr-Tech's facility.

Action

Recommend approval.

Funding

The cost of this contract extension, based on previous years, will be approximately \$700,000 for the Solid Waste Collection Department and \$400,000 for the Solid Waste Disposal Department.



City of Spokane
CONTRACT EXTENSION #3 of 3
WITH COST

Title: **Transport, Process, and Compost
Yard Waste/Food Waste**

This Contract Extension including additional compensation is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **BARR-TECH, LLC**, whose address is 9117 Kallenberger Road North, Sprague, Washington 99032 as ("**Operator**").

WHEREAS, the parties entered into a Contract wherein the Operator agreed to provide for the City transport, process, and compost residential yard waste/food waste and commercial food waste for the Solid Waste Collections and Disposal Departments of the City; and

WHEREAS, the original Contract allowed up to three (3) additional one-year Contract periods; and

WHEREAS, the parties would like to extend the Contract period, and this the Contract time for performance needs to be formally extended by this written document.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated June 6, 2013, any previous amendments, addendums and / or extensions / renewals thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein.

2. EFFECTIVE DATE.

This Contract Extension shall become effective on January 1, 2017.

3. EXTENSION.

The contract documents are hereby extended and shall run through December 31, 2017.

4. COMPENSATION.

The fees are contained in Paragraph 5 of the underlying contract and any previous amendments.

IN WITNESS WHEREOF, in consideration of the terms, conditions and covenants contained, or attached and incorporated and made a part, the parties have executed this Contract Extension by having legally-binding representatives affix their signatures below.

OPERATOR

By _____
Signature Date

Type or Print Name

Title

CITY OF SPOKANE

By _____
Signature Date

Type or Print Name

Title

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Attachments that are part of this Contract Extension:

N/A

U2016-113

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	OPR 2016-0962
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	
<u>Agenda Item Name</u>	AFSCME - LOCAL 270 CONTRACT FOR WAGES AND BENEFITS

Agenda Wording

Authorization to enter into a contract for wages and benefits between the City of Spokane and AFSCME-Local 270 of the Washington Council of County and City Employees. The term of the collective bargaining agreement is 01-01-2017 and ending _____.

Summary (Background)

The City of Spokane and Local 270 have concluded negotiations covering wages and benefits for 2017-_____. The average annual increase in Total Cost of Compensation for the term of the contract is estimated to be _____% per year. The average annual increase for wages only 2017-_____ is _____% per year.

Fiscal Impact**Budget Account**

Select	\$	#
Select	\$	#
Select	\$	#
Select	\$	#

Approvals**Council Notifications**

<u>Dept Head</u>	CAVANAUGH, CHRISTINE	<u>Study Session</u>	
<u>Division Director</u>	CAVANAUGH, CHRISTINE	<u>Other</u>	Executive Session 12/05/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT	ccavanaugh@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	tdunivant@spokanecity.org	

Additional Approvals**Purchasing**

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/21/2016
<u>Clerk's File #</u>	OPR 1996-0732
<u>Renews #</u>	

<u>Submitting Dept</u>	WATER & HYDROELECTRIC SERVICES	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	JIM SAKAMOTO X7854	<u>Project #</u>	
<u>Contact E-Mail</u>	JSAKAMOTO@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	4100 - SLA AMENDMENTS WITH AT&T WIRELESS		

Agenda Wording

Site Lease Acknowledgement (SLA) amendments with AT&T Wireless (Atlanta, GA) resulting in net revenue of \$250,420.68 annually.

Summary (Background)

These seven (7) amendments shall have a new initial term of five (5) years as of 1 October 2016. They shall automatically renew for up to three (3) separate consecutive additional periods of five (5) years each. Commencing on 1 October 2017 rent shall increase by three percent (3%) annually. The seven site locations are as follows: 1330 Grand Blvd. 4327 E. 57th St. 3216 S. Lamonte St. 3103 W. 21st Ave. 4546 W. Strong Rd. 3726 Little Ln. 2403 E. 37th Ave.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Revenue	\$ 250,420.68	#	4100-42410-34079-36291-99999
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	KEGLEY, DANIEL	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/2016
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	JSAKAMOTO@SPOKANECITY.ORG	
<u>For the Mayor</u>	SANDERS, THERESA	SJOHNSON@SPOKANECITY.ORG	
<u>Additional Approvals</u>			
<u>Purchasing</u>			

BRIEFING PAPER
Public Works Committee
Water and Hydroelectric Services
November 28, 2016

Subject

Site Lease Acknowledgement (SLA) amendments with AT&T Wireless (Atlanta, GA) resulting in net revenue of \$250,420.68 annually.

Background

These seven (7) amendments shall have a new initial term of five (5) years and have an effective date of 1 October 2016. The SLA shall automatically renew for up to three (3) separate consecutive additional periods of five (5) years each. Commencing on October 1, 2017, rent shall increase three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

The seven site locations are as follows:

1330 Grand Boulevard Spokane, WA 99202

4327 East 57th Street Spokane, WA 99223

3216 South Lamonte Street Spokane, WA 99203

21st Avenue Water Tank, 3103 West 21st Avenue Spokane, WA 99203

4546 West Strong Road Spokane, WA 99208

3726 Little Lane Spokane, WA 99201

2403 East 37th Avenue Spokane, WA 99223

Impact

These agreements shall support quality wireless service for the citizens of Spokane and generate budgetary funds for Water & Hydroelectric Services.

Action

Recommend approval.

Funding

All revenue from these agreements shall go to the Water & Hydroelectric Services budget.

Cell Site No. WA186
Cell Site Name: Grand Blvd
Fixed Asset No. 10013306
Market: SEATTLE/OREGON/NO. ID
Address: 1330 Grand Boulevard, Spokane, WA 99202

THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT

THIS THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT ("**Third Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as successor in interest to GTE Macro Communications, Inc., having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Lessee**").

WHEREAS, Lessor and Lessee (or its predecessor-in-interest) entered into a Site Lease Acknowledgment dated April 23, 1997, as amended by a First Amendment dated May 31, 2006 and a Second Amendment dated July 12, 2013 (hereinafter, collectively referred to as the "**SLA**"), whereby Lessor leased to Lessee certain premises, therein described, that are a portion of the Site located at the Grand Boulevard Water Tank, 1330 Grand Boulevard, Spokane, WA 99202; and

WHEREAS, the parties mutually desire to renew the SLA, memorialize such renewal period and modify the SLA in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, Lessor and Lessee desire to amend the SLA to extend the term of the SLA; and

WHEREAS, Lessor and Lessee desire to amend the SLA to adjust the rent in conjunction with the modifications to the SLA contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the SLA as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The term of the SLA shall be extended to provide that the SLA has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The SLA will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each such five (5) year additional period is hereinafter referred to as an "**Additional Extension Term**", upon the same terms and conditions of the SLA, as amended herein, unless Lessee notifies Lessor in writing of Lessee's intention not to renew the SLA at least sixty (60) days prior to the expiration of the New Initial Term or then current Additional Extension Term. The New Initial Term and the Additional Extension Term are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on the New Term Commencement Date, the Rent payable under the SLA shall be Two Thousand Nine Hundred Eighty-One and 17/100 Dollars (\$2,981.17) per month, and shall continue during the Term, subject to adjustment as provided herein. Lessee is also responsible for paying applicable leasehold excise tax as required by Chapter 82.29A RCW. The burden is on Lessee to show that it falls within a legal exemption.

Cell Site No. WA186
Cell Site Name: Grand Blvd
Fixed Asset No. 10013306
Market: SEATTLE/OREGON/NO. ID
Address: 1330 Grand Boulevard, Spokane, WA 99202

3. **Future Rent Increase.** The SLA is amended to provide that commencing on October 1, 2017, rent shall increase by three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the SLA or the underlying Master Lease Agreement to the contrary, access to Lessee's Communications Facility shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Third Amendment to Site Lease Acknowledgment substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Other Terms and Conditions Remain.** The SLA, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the SLA and this Third Amendment, the terms of this Third Amendment shall control. Except as expressly set forth in this Third Amendment, the SLA otherwise is unmodified and remains in full force and effect. Each reference in the SLA to itself shall be deemed also to refer to this Third Amendment.

7. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. WA186
Cell Site Name: Grand Blvd
Fixed Asset No. 10013306
Market: SEATTLE/OREGON/NO. ID
Address: 1330 Grand Boulevard, Spokane, WA 99202

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Third Amendment on the dates set forth below.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: W. Wooten

Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 10-14-16

Approved as to form:

K. Leal NOTARY/
WITNESS

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

Approved as to form:

J. [Signature]
Assistant City Attorney

Cell Site No. WA186
Cell Site Name: Grand Blvd
Fixed Asset No. 10013306
Market: SEATTLE/OREGON/NO. ID
Address: 1330 Grand Boulevard, Spokane, WA 99202

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

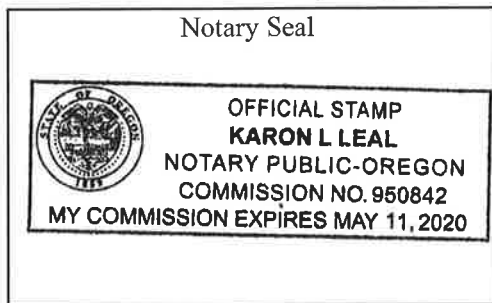
Cell Site No. WA186
Cell Site Name: Grand Blvd
Fixed Asset No. 10013306
Market: SEATTLE/OREGON/NO. ID
Address: 1330 Grand Boulevard, Spokane, WA 99202

LESSEE ACKNOWLEDGMENT

STATE OF OREGON)
) SS.
COUNTY OF WASHINGTON

I certify that I know or have satisfactory evidence that
WAYNE WOOTEN is the person who appeared before me, and said person
acknowledged that he signed this instrument, on oath stated that he was authorized to execute the
instrument and acknowledged it as the DIRECTOR of AT&T Mobility
Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such
party for the uses and purposes mentioned in the instrument.

DATED: 10/14/16



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

- 1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

- 4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
- 5.2 The Department has entered into leases with Wireless Communications Companies to allow placement of wireless communication equipment on Department Facilities. The Department is acutely aware that the companies need twenty four (24)-hour access to affect emergency repairs of equipment. Access is also necessary for communication equipment maintenance and upgrade.
- 5.3 Only "authorized" person(s) will be issued a Department facility site access key.

6.0 PROCEDURE

- 6.1 Wireless Communications Companies shall have a written executed lease with the City of Spokane prior to being allowed use of Department facilities.
- 6.2 Wireless Communication Companies shall supply an updated list of Company representatives, authorized contractors and authorized persons annually. The list shall include addresses and phone numbers as well as meet the criteria described above and sent to the Department by March 1st of each new year, dated accordingly. Until such time the Department is supplied the updated list, access will not be permitted to Department facilities.

6.3 Construction / Installation Requirements.

6.3.1 The Department's list of requirements for construction / installation projects applies to both upgrades of existing equipment and the installation of new equipment.

6.3.2 Specific issues not included in the Department's list of requirements will be subject to approval – in writing – by the Department Project Inspector.

6.3.3 Project Design and Approval.

- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
- b. The Wireless Communications Company shall submit two (2) sets of the construction / installation drawings to the Department for review and comment.
- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
- d. If necessary, the Wireless Communications Company will re-submit the drawings for approval. If all items have been satisfactorily addressed, the Department will provide the necessary approval to all drawings in the set.
- f. All necessary permits relating to the construction / Installation of the project must be purchased by the Wireless Communications Company.

6.4 Project Construction / Installation Site Work.

6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

6.4.2 All necessary permits shall be displayed at the job site.

6.4.3 A complete set of the most current approved construction / Installation drawings shall be available on site.

- 6.4.4 Any changes or deviations for the approved construction / installation drawings shall be pre-approved in writing, by the Department Project Inspector.
- 6.4.5 The Wireless Communications Company shall prepare an "as-built" set of drawings at the completion of the construction / installation. Any changes or deviations shall be noted for inclusion in the "as-built" set of drawings.
- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
 - b. fastening of any devices, unless pre-approved in writing by the Department Project Inspector.
- 6.4.7 A copy of the most current copy of this policy shall be in possession of the project contractor and available at the project site. Adherence to this policy will be strictly enforced by the Department Project Inspector.
- 6.4.8. A portable chemical toilet shall be on-site during the project construction / installation.
- 6.4.9 All equipment cabinets and antennas shall have permanent labeling with the Wireless Communications Company name and emergency contact phone numbers.
- 6.4.10 The project site shall be restored to the condition of the site prior to the commencement of the project construction / installation. Final approval of the restoration work will rest with the Department Project Inspector.
- 6.4.11 Department facilities are never to be left unlocked or unattended.
- 6.4.12 If a Department facility site is unlocked and/or unattended by the "authorized" person, that person will be held fully responsible and in violation of this policy and subject to removal from the list of "authorized" persons.

6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

6.5 “Authorized” Persons

6.5.1 Only “authorized” persons will be allowed to perform work on Department facilities. If it is deemed necessary for an “unauthorized” person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

6.5.2 Each Wireless Communication Company shall supply to the Department, in writing and on its company letterhead, a list of authorized contractors it will employ to affect repairs, maintenance, and upgrades to its equipment.

- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
- b. Listed under each contractor will be the names of “authorized” persons.
- c. The Wireless Communication Company is responsible for insuring that each listed “authorized” person has cleared a background investigation. Minimum check is social security number verification and a criminal background investigation. Any “authorized” person’s name added to a list must also have cleared a background investigation. The Department reserves the right to perform background investigations of persons as determined appropriate and necessary by the Department Director. The Department does not need the specifics of the background checks, but must have assurances that the personal background investigation was completed with results proving satisfactory.
- d. Should an “authorized” person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person’s name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The "authorized" person must produce picture identification, and sign the "key log sheet" listing the "authorized" contractor for whom he/she works, the name of the Wireless Communication Company's for whom the "authorized" contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the "authorized" person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a **fee of ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the "authorized" person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.


8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of Third Amendment to Site Lease Acknowledgment

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	COOKS 1ST&2ND ADD L AB6 TR SITUATED E OF B6	
Assessor's Tax Parcel ID #:	35203.3219	
Reference Number of Prior Recorded Documents:	<u>N/A</u>	
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	WA186	Fixed Asset #: 10013306
Cell Site Name:	Grand Blvd	
State:	Washington	County: Spokane

**MEMORANDUM
OF
THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT**

This Memorandum of Third Amendment to Site Lease Acknowledgment is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Lessee**").

1. Lessor and Lessee (or its predecessor-in-interest) entered into a certain Site Lease Acknowledgment on the 23rd day of April, 1997, as amended by that certain First Amendment dated May 31, 2006, a Second Amendment dated July 12, 2013 and a Third Amendment to Site Lease Acknowledgment dated _____, 2016 (hereinafter, the "**SLA**") for the purpose of installing, operating and maintaining a communications facility and other improvements at Lessor's real property located at 1330 Grand Boulevard, Spokane, WA 99202. All of the foregoing is set forth in the SLA.
2. The new initial term will be five (5) years ("**New Initial Term**") commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Lessee (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Third Amendment to Site Lease Acknowledgment is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the SLA, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Third Amendment to Site Lease Acknowledgment and the provisions of the SLA, the provisions of the SLA shall control. The SLA shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of Third Amendment to Site Lease Acknowledgment as of the day and year first above written.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

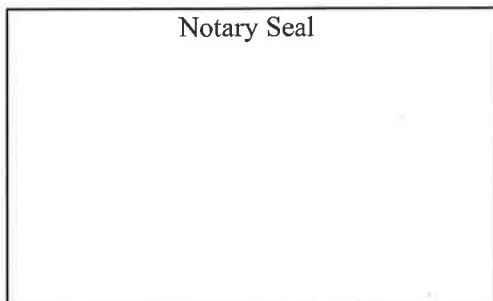
My appointment expires: _____

LESSEE ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.



(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Third Amendment to Site Lease Acknowledgment dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, , as Lessor, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Lessee.

The Premises are a portion of the Property located at 1330 Grand Boulevard, Spokane, WA 99202, and legally described and/or depicted as follows:

COOKS 1ST&2ND ADD L AB6 TR SITUATED E OF B6

Cell Site No. WA823
Cell Site Name: BROWNE MOUNTAIN
Fixed Asset No. 10030958
Market: SEATTLE/OREGON/NO. ID
Address: 4327 East 57th Street, Spokane, WA 99223
Lessor Site Name: Brown Park II

SECOND AMENDMENT TO SITE LEASE ACKNOWLEDGMENT

THIS SECOND AMENDMENT TO SITE LEASE ACKNOWLEDGMENT ("Second Amendment"), dated as of the latter of the signature dates below (the "Effective Date"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "Lessor"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324, as successor in interest to Cingular Wireless, LLC (hereinafter referred to as "Lessee").

WHEREAS, Lessor and Lessee (or its predecessor-in-interest) entered into a Site Lease Acknowledgment dated July 5, 2002, as amended by a First Amendment dated May 31, 2006 (hereinafter, collectively referred to as the "SLA"), whereby Lessor leased to Lessee certain premises, therein described, that are a portion of the Site located at the Brown Park II Water Tank, 4327 East 57th Street, Spokane, WA 99223, and commonly referred to by Lessor as the Browne Park Reservoir; and

WHEREAS, the parties mutually desire to renew the SLA, memorialize such renewal period and modify the SLA in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, Lessor and Lessee desire to amend the SLA to extend the term of the SLA; and

WHEREAS, Lessor and Lessee desire to amend the SLA to adjust the rent in conjunction with the modifications to the SLA contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the SLA as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The term of the SLA shall be extended to provide that the SLA has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The SLA will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each such five (5) year additional period is hereinafter referred to as an "**Additional Extension Term**", upon the same terms and conditions of the SLA, as amended herein, unless Lessee notifies Lessor in writing of Lessee's intention not to renew the SLA at least sixty (60) days prior to the expiration of the New Initial Term or then current Additional Extension Term. The New Initial Term and the Additional Extension Term are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on the New Term Commencement Date, the rent payable under the SLA shall be Two Thousand Nine Hundred Eighty-One and 17/100 Dollars (\$2,981.17) per month, and shall continue during the Term, subject to adjustment as provided herein. Lessee is also responsible for

Cell Site No. WA823
Cell Site Name: BROWNE MOUNTAIN
Fixed Asset No. 10030958
Market: SEATTLE/OREGON/NO. ID
Address: 4327 East 57th Street, Spokane, WA 99223
Lessor Site Name: Brown Park II

paying applicable leasehold excise tax as required by Chapter 82.29A RCW. The burden is on the Lessee to show that it falls within a legal exemption.

3. **Future Rent Increase.** The SLA is amended to provide that commencing on October 1, 2017, rent shall increase three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the SLA or the underlying Master Lease Agreement to the contrary, access to Lessee's Communications Equipment shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Second Amendment to Site Lease Acknowledgment substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Other Terms and Conditions Remain.** The SLA, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the SLA and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the SLA otherwise is unmodified and remains in full force and effect. Each reference in the SLA to itself shall be deemed also to refer to this Second Amendment.

7. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. WA823
Cell Site Name: BROWNE MOUNTAIN
Fixed Asset No. 10030958
Market: SEATTLE/OREGON/NO. ID
Address: 4327 East 57th Street, Spokane, WA 99223
Lessor Site Name: Brown Park II

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Second Amendment on the dates set forth below.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: WJ - Wooten

Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 10-10-16

Approved as to form:

Jamie
Assistant City Att.

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

Cell Site No. WA823
Cell Site Name: BROWNE MOUNTAIN
Fixed Asset No. 10030958
Market: SEATTLE/OREGON/NO. ID
Address: 4327 East 57th Street, Spokane, WA 99223
Lessor Site Name: Brown Park II

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

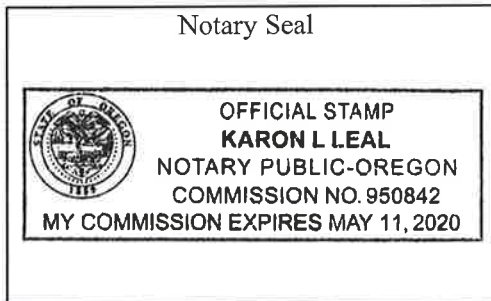
Cell Site No. WA823
Cell Site Name: BROWNE MOUNTAIN
Fixed Asset No. 10030958
Market: SEATTLE/OREGON/NO. ID
Address: 4327 East 57th Street, Spokane, WA 99223
Lessor Site Name: Brown Park II

LESSEE ACKNOWLEDGMENT

STATE OF OREGON)
COUNTY OF WASHINGTON) SS.

I certify that I know or have satisfactory evidence that
WAYNE WOOTEN is the person who appeared before me, and said person
acknowledged that he signed this instrument, on oath stated that he was authorized to execute the
instrument and acknowledged it as the DIRECTOR of AT&T Mobility
Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such
party for the uses and purposes mentioned in the instrument.

DATED: 10/10/16.



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

- 1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

- 4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
- 5.2 The Department has entered into leases with Wireless Communications Companies to allow placement of wireless communication equipment on Department Facilities. The Department is acutely aware that the companies need twenty four (24)-hour access to affect emergency repairs of equipment. Access is also necessary for communication equipment maintenance and upgrade.
- 5.3 Only "authorized" person(s) will be issued a Department facility site access key.

6.0 PROCEDURE

- 6.1 Wireless Communications Companies shall have a written executed lease with the City of Spokane prior to being allowed use of Department facilities.
- 6.2 Wireless Communication Companies shall supply an updated list of Company representatives, authorized contractors and authorized persons annually. The list shall include addresses and phone numbers as well as meet the criteria described above and sent to the Department by March 1st of each new year, dated accordingly. Until such time the Department is supplied the updated list, access will not be permitted to Department facilities.

6.3 Construction / Installation Requirements.

6.3.1 The Department's list of requirements for construction / installation projects applies to both upgrades of existing equipment and the installation of new equipment.

6.3.2 Specific issues not included in the Department's list of requirements will be subject to approval – in writing – by the Department Project Inspector.

6.3.3 Project Design and Approval.

- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
- b. The Wireless Communications Company shall submit two (2) sets of the construction / installation drawings to the Department for review and comment.
- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
- d. If necessary, the Wireless Communications Company will re-submit the drawings for approval. If all items have been satisfactorily addressed, the Department will provide the necessary approval to all drawings in the set.
- f. All necessary permits relating to the construction / Installation of the project must be purchased by the Wireless Communications Company.

6.4 Project Construction / Installation Site Work.

6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

6.4.2 All necessary permits shall be displayed at the job site.

6.4.3 A complete set of the most current approved construction / Installation drawings shall be available on site.

- 6.4.4 Any changes or deviations for the approved construction / installation drawings shall be pre-approved in writing, by the Department Project Inspector.
- 6.4.5 The Wireless Communications Company shall prepare an "as-built" set of drawings at the completion of the construction / installation. Any changes or deviations shall be noted for inclusion in the "as-built" set of drawings.
- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
 - b. fastening of any devices, unless pre-approved in writing by the Department Project Inspector.
- 6.4.7 A copy of the most current copy of this policy shall be in possession of the project contractor and available at the project site. Adherence to this policy will be strictly enforced by the Department Project Inspector.
- 6.4.8. A portable chemical toilet shall be on-site during the project construction / installation.
- 6.4.9 All equipment cabinets and antennas shall have permanent labeling with the Wireless Communications Company name and emergency contact phone numbers.
- 6.4.10 The project site shall be restored to the condition of the site prior to the commencement of the project construction / installation. Final approval of the restoration work will rest with the Department Project Inspector.
- 6.4.11 Department facilities are never to be left unlocked or unattended.
- 6.4.12 If a Department facility site is unlocked and/or unattended by the "authorized" person, that person will be held fully responsible and in violation of this policy and subject to removal from the list of "authorized" persons.

6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

6.5 “Authorized” Persons

6.5.1 Only “authorized” persons will be allowed to perform work on Department facilities. If it is deemed necessary for an “unauthorized” person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

6.5.2 Each Wireless Communication Company shall supply to the Department, in writing and on its company letterhead, a list of authorized contractors it will employ to affect repairs, maintenance, and upgrades to its equipment.

- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
- b. Listed under each contractor will be the names of “authorized” persons.
- c. The Wireless Communication Company is responsible for insuring that each listed “authorized” person has cleared a background investigation. Minimum check is social security number verification and a criminal background investigation. Any “authorized” person’s name added to a list must also have cleared a background investigation. The Department reserves the right to perform background investigations of persons as determined appropriate and necessary by the Department Director. The Department does not need the specifics of the background checks, but must have assurances that the personal background investigation was completed with results proving satisfactory.
- d. Should an “authorized” person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person’s name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The “authorized” person must produce picture identification, and sign the “key log sheet” listing the “authorized” contractor for whom he/she works, the name of the Wireless Communication Company’s for whom the “authorized” contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the “authorized” person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a fee of **ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the “authorized” person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.


8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of Second Amendment to Site Lease Acknowledgment

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	BROWNE PARK L1TO5B7	
Assessor's Tax Parcel ID #:	34022.0101	
Reference Number of Prior Recorded Documents:	<u>N/A</u>	
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	WA823	Fixed Asset #: 10030958
Cell Site Name:	BROWNE MOUNTAIN	
State:	Washington	County: Spokane

**MEMORANDUM
OF
SECOND AMENDMENT TO SITE LEASE ACKNOWLEDGMENT**

This Memorandum of Second Amendment to Site Lease Acknowledgment is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Lessee**").

1. Lessor and Lessee (or its predecessor-in-interest) entered into a certain Site Lease Acknowledgment on the 5th day of July, 2002, as amended by that certain First Amendment dated May 31, 2006 and a Second Amendment to Site Lease Acknowledgment dated _____, 2016 (hereinafter, the "**SLA**") for the purpose of installing, operating and maintaining a communications facility and other improvements at Lessor's real property located at the Brown Park II Water Tank, 4327 East 57th Street, Spokane, WA 99223. All of the foregoing is set forth in the SLA.
2. The New Initial Term will be five (5) years ("**New Initial Term**") commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Lessee (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Second Amendment to Site Lease Acknowledgment is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the SLA, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Second Amendment to Site Lease Acknowledgment and the provisions of the SLA, the provisions of the SLA shall control. The SLA shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of Second Amendment to Site Lease Acknowledgment as of the day and year first above written.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company
By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

LESSEE ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Second Amendment to Site Lease Acknowledgment dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201, as Lessor, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Lessee.

The Premises are a portion of the Property located at the Brown Park II Water Tank, 4327 East 57th Street, Spokane, WA 99223, and legally described and/or depicted as follows:

Lots 1-5, Inclusive, Block 7, Browne Park Addition to the City of Spokane, as per plat recorded in Volume "I" of plats, page 27; Situate in the City of Spokane, County of Spokane, Washington.

Cell Site No. WA387
Cell Site Name: LINCOLN HEIGHTS
Fixed Asset No. 10013458
Market: SEATTLE/OREGON/NO. ID
Address: 3216 South Lamonte Street, Spokane, WA 99203

THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT

THIS THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT ("**Third Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, successor to GTE Wireless of the Pacific Incorporated, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Lessee**").

WHEREAS, Lessor and Lessee (or its predecessor-in-interest) entered into a Site Lease Acknowledgment dated September 27, 1999, as amended by a First Amendment dated May 31, 2006 and a Second Amendment to Site Lease Acknowledgment dated July 12, 2013 (hereinafter, collectively referred to as the "**SLA**"), whereby Lessor leased to Lessee certain premises, therein described, that are a portion of the Site located at the 33rd & Lamonte Water Tank, 3216 South Lamonte, Spokane, WA 99203; and

WHEREAS, the parties mutually desire to renew the SLA, memorialize such renewal period and modify the SLA in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, Lessor and Lessee desire to amend the SLA to extend the term of the SLA; and

WHEREAS, Lessor and Lessee desire to amend the SLA to adjust the rent in conjunction with the modifications to the SLA contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the SLA as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The term of the SLA shall be extended to provide that the SLA has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The SLA will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each such five (5) year additional period is hereinafter referred to as an "**Additional Extension Term**"), upon the same terms and conditions of the SLA, as amended herein, unless Lessee notifies Lessor in writing of Lessee's intention not to renew the SLA at least sixty (60) days prior to the expiration of the New Initial Term or then current Additional Extension Term. The New Initial Term and the Additional Extension Term are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on the New Term Commencement Date, the rent payable under the SLA shall be Two Thousand Nine Hundred Eighty-One and 17/100 (\$2,981.17) per month, and shall continue during the Term, subject to adjustment as provided herein. Lessee is also responsible for paying

Cell Site No. WA387
Cell Site Name: LINCOLN HEIGHTS
Fixed Asset No. 10013458
Market: SEATTLE/OREGON/NO. ID
Address: 3216 South Lamonte Street, Spokane, WA 99203

applicable leasehold excise tax as required by Chapter 82.29A RCW. The burden is on the Lessee to show that it falls within a legal exemption.

3. **Future Rent Increase.** The SLA is amended to provide that commencing on October 1, 2017, rent shall increase three percent (3%) over the Rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the SLA or the underlying Master Lease Agreement to the contrary, access to Lessee's Communications Facility shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Third Amendment to Site Lease Acknowledgment substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Other Terms and Conditions Remain.** The SLA, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the SLA and this Third Amendment, the terms of this Third Amendment shall control. Except as expressly set forth in this Third Amendment, the SLA otherwise is unmodified and remains in full force and effect. Each reference in the SLA to itself shall be deemed also to refer to this Third Amendment.

7. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. WA387
Cell Site Name: LINCOLN HEIGHTS
Fixed Asset No. 10013458
Market: SEATTLE/OREGON/NO. ID
Address: 3216 South Lamonte Street, Spokane, WA 99203

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Third Amendment on the dates set forth below.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: W. Wooten

Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 10-14-16

Approved as to form:

K Leal NOTARY/WITNESS

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

Approved as to form:

[Signature]
Assistant City Attorney

Cell Site No. WA387
Cell Site Name: LINCOLN HEIGHTS
Fixed Asset No. 10013458
Market: SEATTLE/OREGON/NO. ID
Address: 3216 South Lamonte Street, Spokane, WA 99203

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

Cell Site No. WA387
Cell Site Name: LINCOLN HEIGHTS
Fixed Asset No. 10013458
Market: SEATTLE/OREGON/NO. 1D
Address: 3216 South Lamonte Street, Spokane, WA 99203

LESSEE ACKNOWLEDGMENT

STATE OF OREGON)
COUNTY OF WASHINGTON) SS.

I certify that I know or have satisfactory evidence that
WAYNE WOOTEN is the person who appeared before me, and said person
acknowledged that he signed this instrument, on oath stated that he was authorized to execute the
instrument and acknowledged it as the DIRECTOR of AT&T Mobility
Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such
party for the uses and purposes mentioned in the instrument.

DATED: 10/14/16.



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

- 1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

- 4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
- 5.2 The Department has entered into leases with Wireless Communications Companies to allow placement of wireless communication equipment on Department Facilities. The Department is acutely aware that the companies need twenty four (24)-hour access to affect emergency repairs of equipment. Access is also necessary for communication equipment maintenance and upgrade.
- 5.3 Only "authorized" person(s) will be issued a Department facility site access key.

6.0 PROCEDURE

- 6.1 Wireless Communications Companies shall have a written executed lease with the City of Spokane prior to being allowed use of Department facilities.
- 6.2 Wireless Communication Companies shall supply an updated list of Company representatives, authorized contractors and authorized persons annually. The list shall include addresses and phone numbers as well as meet the criteria described above and sent to the Department by March 1st of each new year, dated accordingly. Until such time the Department is supplied the updated list, access will not be permitted to Department facilities.

6.3 Construction / Installation Requirements.

6.3.1 The Department's list of requirements for construction / installation projects applies to both upgrades of existing equipment and the installation of new equipment.

6.3.2 Specific issues not included in the Department's list of requirements will be subject to approval – in writing – by the Department Project Inspector.

6.3.3 Project Design and Approval.

- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
- b. The Wireless Communications Company shall submit two (2) sets of the construction / installation drawings to the Department for review and comment.
- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
- d. If necessary, the Wireless Communications Company will re-submit the drawings for approval. If all items have been satisfactorily addressed, the Department will provide the necessary approval to all drawings in the set.
- f. All necessary permits relating to the construction / Installation of the project must be purchased by the Wireless Communications Company.

6.4 Project Construction / Installation Site Work.

6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

6.4.2 All necessary permits shall be displayed at the job site.

6.4.3 A complete set of the most current approved construction / Installation drawings shall be available on site.

- 6.4.4 Any changes or deviations for the approved construction / installation drawings shall be pre-approved in writing, by the Department Project Inspector.
- 6.4.5 The Wireless Communications Company shall prepare an "as-built" set of drawings at the completion of the construction / installation. Any changes or deviations shall be noted for inclusion in the "as-built" set of drawings.
- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
 - b. fastening of any devices, unless pre-approved in writing by the Department Project Inspector.
- 6.4.7 A copy of the most current copy of this policy shall be in possession of the project contractor and available at the project site. Adherence to this policy will be strictly enforced by the Department Project Inspector.
- 6.4.8. A portable chemical toilet shall be on-site during the project construction / installation.
- 6.4.9 All equipment cabinets and antennas shall have permanent labeling with the Wireless Communications Company name and emergency contact phone numbers.
- 6.4.10 The project site shall be restored to the condition of the site prior to the commencement of the project construction / installation. Final approval of the restoration work will rest with the Department Project Inspector.
- 6.4.11 Department facilities are never to be left unlocked or unattended.
- 6.4.12 If a Department facility site is unlocked and/or unattended by the "authorized" person, that person will be held fully responsible and in violation of this policy and subject to removal from the list of "authorized" persons.

6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

6.5 “Authorized” Persons

6.5.1 Only “authorized” persons will be allowed to perform work on Department facilities. If it is deemed necessary for an “unauthorized” person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

6.5.2 Each Wireless Communication Company shall supply to the Department, in writing and on its company letterhead, a list of authorized contractors it will employ to affect repairs, maintenance, and upgrades to its equipment.

- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
- b. Listed under each contractor will be the names of “authorized” persons.
- c. The Wireless Communication Company is responsible for insuring that each listed “authorized” person has cleared a background investigation. Minimum check is social security number verification and a criminal background investigation. Any “authorized” person’s name added to a list must also have cleared a background investigation. The Department reserves the right to perform background investigations of persons as determined appropriate and necessary by the Department Director. The Department does not need the specifics of the background checks, but must have assurances that the personal background investigation was completed with results proving satisfactory.
- d. Should an “authorized” person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person’s name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The “authorized” person must produce picture identification, and sign the “key log sheet” listing the “authorized” contractor for whom he/she works, the name of the Wireless Communication Company’s for whom the “authorized” contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the “authorized” person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a fee of **ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the “authorized” person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.

8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of Third Amendment to Site Lease Acknowledgment

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	Official legal description attached as Exhibit 1	
Assessor's Tax Parcel ID #:	35322.1323	
Reference Number of Prior Recorded Documents:	<u>N/A</u>	
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	WA387	Fixed Asset #: 10013458
Cell Site Name:	LINCOLN HEIGHTS	
State:	Washington	County: Spokane

**MEMORANDUM
OF
THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT**

This Memorandum of Third Amendment to Site Lease Acknowledgment is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Tenant**").

1. Lessor and Lessee (or its predecessor-in-interest) entered into a certain Site Lease Acknowledgment on the 27th day of September, 1999, as amended by a First Amendment dated May 31, 2006, a Second Amendment dated July 12, 2013 and a Third Amendment to Site Lease Acknowledgment dated _____, 2016 (hereinafter, the "**SLA**") for the purpose of installing, operating and maintaining a communications facility and other improvements at Lessor's real property located at the 33rd & Lamonte Water Tank, 3216 South Lamonte, Spokane, WA 99203. All of the foregoing is set forth in the SLA.
2. The new initial term will be five (5) years ("**New Initial Term**") commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Lessee (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Third Amendment to Site Lease Acknowledgment is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the SLA, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Third Amendment to Site Lease Acknowledgment and the provisions of the SLA, the provisions of the SLA shall control. The SLA shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of Third Amendment to Site Lease Acknowledgment as of the day and year first above written.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

LESSEE ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Third Amendment to Site Lease Acknowledgment dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, as Lessor, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Lessee.

The Premises are a portion of the Site located at the 33rd & Lamonte Water Tank, 3216 South Lamonte, Spokane, WA 99203, and legally described and/or depicted as follows:

Lots 10, 11, and 12 of Block 53 MANITO PARK in the City of Spokane, Spokane County, Washington.

Cell Site No. WA184
Cell Site Name: Garden Springs
Fixed Asset No. 10013304
Market: SEATTLE/OREGON/NO. ID
Address: 21st Avenue Water Tank, 3103 West 21st Avenue, Spokane, WA 99203
Lessor Site Name: Highland Standpipe

THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT

THIS THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT ("**Third Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324, as successor in interest to GTE Macro Communications, Inc., and doing business as AT&T Wireless (hereinafter referred to as "**Lessee**").

WHEREAS, Lessor and Lessee (or its predecessor-in-interest) entered into a Site Lease Acknowledgment dated February 19, 1997, as amended by a First Amendment dated May 31, 2006 and a Second Amendment to Site Lease Acknowledgment dated July 12, 2013 (hereinafter, collectively referred to as the "**SLA**"), whereby Lessor leased to Lessee certain premises, therein described, that are a portion of the Site located at the 21st Avenue Water Tank, 3103 West 21st Avenue, Spokane, WA 99203, and commonly referred to by Lessor as the Highland Standpipe; and

WHEREAS, the parties mutually desire to renew the SLA, memorialize such renewal period and modify the SLA in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, Lessor and Lessee desire to amend the SLA to extend the term of the SLA; and

WHEREAS, Lessor and Lessee desire to amend the SLA to adjust the Rent in conjunction with the modifications to the SLA contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the SLA as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The Term of the SLA shall be extended to provide that the SLA has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The SLA will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each such five (5) year additional period is hereinafter referred to as an "**Additional Extension Term**" and each such Additional Extension Term shall be considered Renewal Option under the SLA), upon the same terms and conditions of the SLA, as amended herein, unless Lessee notifies Lessor in writing of Lessee's intention not to renew the SLA at least sixty (60) days prior to the expiration of the then current Additional Extension Term. The New Initial Term and the Additional Extension Term are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on the New Term Commencement Date, the Rent payable under the SLA shall be Two Thousand Nine Hundred Eighty-One and 17/100 Dollars (\$2,981.17) per month, and

Cell Site No. WA184
Cell Site Name: Garden Springs
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Market: SEATTLE/OREGON/NO. ID
Address: 21st Avenue Water Tank, 3103 West 21st Avenue, Spokane, WA 99203
Lessor Site Name: Highland Standpipe

shall continue during the Term, subject to adjustment as provided herein. Lessee is also responsible for paying applicable leasehold excise tax as required by Chapter 82.29A RCW. The burden is on the Lessee to show that it falls within a legal exemption.

3. **Future Rent Increase.** The SLA is amended to provide that commencing on October 1, 2017, Rent shall increase three percent (3%) over the Rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the SLA or the underlying Master Lease Agreement to the contrary, access to Lessee's Communications Facility shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Third Amendment to Site Lease Acknowledgment substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Other Terms and Conditions Remain.** The SLA, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the SLA and this Third Amendment, the terms of this Third Amendment shall control. Except as expressly set forth in this Third Amendment, the SLA otherwise is unmodified and remains in full force and effect. Each reference in the SLA to itself shall be deemed also to refer to this Third Amendment.

7. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. WA184
Cell Site Name: Garden Springs
Fixed Asset No. 10013304
Market: SEATTLE/OREGON/NO. ID
Address: 21st Avenue Water Tank, 3103 West 21st Avenue, Spokane, WA 99203
Lessor Site Name: Highland Standpipe

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Third Amendment on the dates set forth below.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: W. W. Wath

Name: WAYNE WOODEN

Title: DIRECTOR

Date: 10-14-16

Approved as to form:

K Leal NOTARY/WITNESS

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

Approved as to form:

[Signature]
Assistant City Attorney

Lessor Site Name: Highland Standpipe

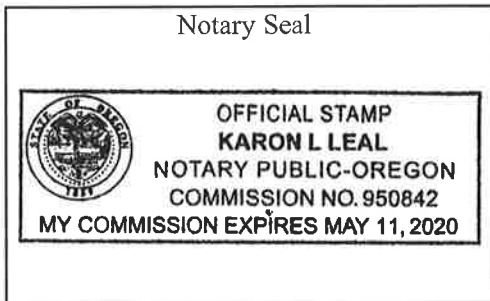
Cell Site No. WA184
Cell Site Name: Garden Springs
Fixed Asset No. 10013304
Market: SEATTLE/OREGON/NO. ID
Address: 21st Avenue Water Tank, 3103 West 21st Avenue, Spokane, WA 99203
Lessor Site Name: Highland Standpipe

LESSEE ACKNOWLEDGMENT

STATE OF OREGON)
COUNTY OF WASHINGTON) SS.

I certify that I know or have satisfactory evidence that WAYNE WOOTEN is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the DIRECTOR of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: 10/14/16.



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

- 1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

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- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

- 4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) persons is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
- 5.2 The Department has entered into leases with Wireless Communications Companies to allow placement of wireless communication equipment on Department Facilities. The Department is acutely aware that the companies need twenty four (24)-hour access to affect emergency repairs of equipment. Access is also necessary for communication equipment maintenance and upgrade.
- 5.3 Only "authorized" person(s) will be issued a Department facility site access key.

6.0 PROCEDURE

- 6.1 Wireless Communications Companies shall have a written executed lease with the City of Spokane prior to being allowed use of Department facilities.
- 6.2 Wireless Communication Companies shall supply an updated list of Company representatives, authorized contractors and authorized persons annually. The list shall include addresses and phone numbers as well as meet the criteria described above and sent to the Department by March 1st of each new year, dated accordingly. Until such time the Department is supplied the updated list, access will not be permitted to Department facilities.

6.3 Construction / Installation Requirements.

6.3.1 The Department's list of requirements for construction / installation projects applies to both upgrades of existing equipment and the installation of new equipment.

6.3.2 Specific issues not included in the Department's list of requirements will be subject to approval – in writing – by the Department Project Inspector.

6.3.3 Project Design and Approval.

- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
- b. The Wireless Communications Company shall submit two (2) sets of the construction / installation drawings to the Department for review and comment.
- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
- d. If necessary, the Wireless Communications Company will re-submit the drawings for approval. If all items have been satisfactorily addressed, the Department will provide the necessary approval to all drawings in the set.
- f. All necessary permits relating to the construction / Installation of the project must be purchased by the Wireless Communications Company.

6.4 Project Construction / Installation Site Work.

6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

6.4.2 All necessary permits shall be displayed at the job site.

6.4.3 A complete set of the most current approved construction / Installation drawings shall be available on site.

- 6.4.4 Any changes or deviations for the approved construction / installation drawings shall be pre-approved in writing, by the Department Project Inspector.
- 6.4.5 The Wireless Communications Company shall prepare an "as-built" set of drawings at the completion of the construction / installation. Any changes or deviations shall be noted for inclusion in the "as-built" set of drawings.
- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
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- 6.4.8. A portable chemical toilet shall be on-site during the project construction / installation.
- 6.4.9 All equipment cabinets and antennas shall have permanent labeling with the Wireless Communications Company name and emergency contact phone numbers.
- 6.4.10 The project site shall be restored to the condition of the site prior to the commencement of the project construction / installation. Final approval of the restoration work will rest with the Department Project Inspector.
- 6.4.11 Department facilities are never to be left unlocked or unattended.
- 6.4.12 If a Department facility site is unlocked and/or unattended by the "authorized" person, that person will be held fully responsible and in violation of this policy and subject to removal from the list of "authorized" persons.

6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

6.5 “Authorized” Persons

6.5.1 Only “authorized” persons will be allowed to perform work on Department facilities. If it is deemed necessary for an “unauthorized” person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

6.5.2 Each Wireless Communication Company shall supply to the Department, in writing and on its company letterhead, a list of authorized contractors it will employ to affect repairs, maintenance, and upgrades to its equipment.

- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
- b. Listed under each contractor will be the names of “authorized” persons.
- c. The Wireless Communication Company is responsible for insuring that each listed “authorized” person has cleared a background investigation. Minimum check is social security number verification and a criminal background investigation. Any “authorized” person’s name added to a list must also have cleared a background investigation. The Department reserves the right to perform background investigations of persons as determined appropriate and necessary by the Department Director. The Department does not need the specifics of the background checks, but must have assurances that the personal background investigation was completed with results proving satisfactory.
- d. Should an “authorized” person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person’s name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The “authorized” person must produce picture identification, and sign the “key log sheet” listing the “authorized” contractor for whom he/she works, the name of the Wireless Communication Company’s for whom the “authorized” contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the “authorized” person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a fee of **ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the “authorized” person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.

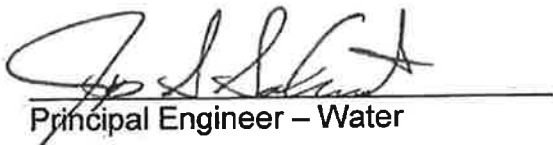
8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of Third Amendment to Site Lease Acknowledgment

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	THE HIGHLANDS ADD WLY 10FT OF L4; ALL L5 B3	
Assessor's Tax Parcel ID #:	25264.3916	
Reference Number of Prior Recorded Documents:	<u>N/A</u>	
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	WA184	Fixed Asset #: 10013304
Cell Site Name:	Garden Springs	
State:	Washington	County: Spokane

**MEMORANDUM
OF
THIRD AMENDMENT TO SITE LEASE ACKNOWLEDGMENT**

This Memorandum of Third Amendment to Site Lease Acknowledgment is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Tenant**").

1. Lessor and Lessee (or its predecessor-in-interest) entered into a certain Site Lease Acknowledgment on the 19th day of February, 1997, as amended by that certain First Amendment dated May 31, 2006 and a Second Amendment to Site Lease Acknowledgment dated July 12, 2013 and a Third Amendment to Site Lease Acknowledgment dated _____, 2016 (hereinafter, the "**SLA**") for the purpose of installing, operating and maintaining a communications facility and other improvements at Lessor's real property located at the 21st Avenue Water Tank, 3103 West 21st Avenue, Garden Springs, WA 99203. All of the foregoing is set forth in the SLA.
2. The New Initial Term will be five (5) years ("**New Initial Term**") commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Lessee (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Third Amendment to Site Lease Acknowledgment is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the SLA, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Third Amendment to Site Lease Acknowledgment and the provisions of the SLA, the provisions of the SLA shall control. The SLA shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of Third Amendment to Site Lease Acknowledgment as of the day and year first above written.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company
By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

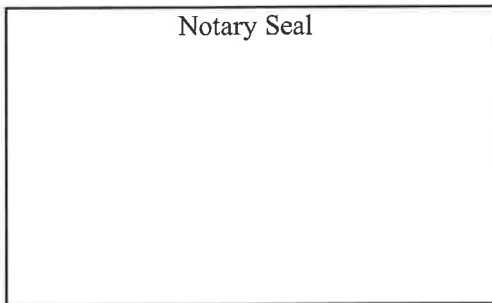
My appointment expires: _____

LESSEE ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.



(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Third Amendment to Site Lease Acknowledgment dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201, as Lessor, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Lessee.

The Premises are a portion of the Site located at the 21st Avenue Water Tank, 3103 West 21st Avenue, Garden Springs, WA 99203, and legally described and/or depicted as follows:

Lot 5 and the Westerly 10 feet of Lot 4, Block 3, THE HIGHLANDS ADDITION, according to Plat recorded in Volume 8 of Plays, page 1, in the City of Spokane, Spokane County, Washington.

Cell Site No. WA720
Cell Site Name: Five Mile
Fixed Asset No. 10029596
Market: SEATTLE/OREGON/NO. ID
Address: 4546 West Strong Road, Spokane, WA 99208

SECOND AMENDMENT TO SITE LEASE ACKNOWLEDGMENT

THIS SECOND AMENDMENT TO SITE LEASE ACKNOWLEDGMENT ("**Second Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324, as successor in interest to Cingular Wireless, LLC (hereinafter referred to as "**Lessee**").

WHEREAS, Lessor and Lessee (or its predecessor-in-interest) entered into a Site Lease Acknowledgment dated July 3, 2002, as amended by a First Amendment dated May 31, 2006 (hereinafter, collectively referred to as the "**SLA**"), whereby Lessor leased to Lessee certain premises, therein described, that are a portion of the Site located at the Five Mile Indian Trails Water Tank, 4546 West Strong Road, Spokane, WA 99208; and

WHEREAS, the parties mutually desire to renew the SLA, memorialize such renewal period and modify the SLA in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, Lessor and Lessee desire to amend the SLA to extend the term of the SLA; and

WHEREAS, Lessor and Lessee desire to amend the SLA to adjust the rent in conjunction with the modifications to the SLA contained herein; and

WHEREAS, Lessor and Lessee, in their mutual interest, wish to amend the SLA as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Lessor and Lessee agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The Term of the SLA shall be extended to provide that the SLA has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The SLA will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each an "**Additional Extension Term**"), upon the same terms and conditions of the SLA, as amended herein, unless Lessee notifies Lessor in writing of Lessee's intention not to renew the SLA at least sixty (60) days prior to the expiration of the New Initial Term or the then current Additional Extension Term. The New Initial Term and the Additional Extension Term(s) are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on the New Term Commencement Date, the rent payable under the SLA shall be Two Thousand Nine Hundred Eighty-One and 37/100 Dollars (\$2,981.37) per month, and shall continue during the Term, subject to adjustment as provided herein. Lessee is also responsible for paying applicable leasehold excise tax as required by Chapter 82.29A RCW. The burden is on the Lessee to show that it falls within a legal exemption.

Cell Site No. WA720
Cell Site Name: Five Mile
Fixed Asset No. 10029596
Market: SEATTLE/OREGON/NO. ID
Address: 4546 West Strong Road, Spokane, WA 99208

3. **Future Rent Increase.** The SLA is amended to provide that commencing on October 1, 2017, Rent shall increase three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the SLA or the underlying Master Lease Agreement to the contrary, access to Lessee's Communications Equipment shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Second Amendment to Site Lease Acknowledgment substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Other Terms and Conditions Remain.** The SLA, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the SLA and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the SLA otherwise is unmodified and remains in full force and effect. Each reference in the SLA to itself shall be deemed also to refer to this Second Amendment.

7. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. WA720
Cell Site Name: Five Mile
Fixed Asset No. 10029596
Market: SEATTLE/OREGON/NO. ID
Address: 4546 West Strong Road, Spokane, WA 99208

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Second Amendment on the dates set forth below.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: W. Wooten

Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 10-10-14

Approved as to form:

James
Assistant City Attorney

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

Address: 4546 West Strong Road, Spokane, WA 99208

LESSOR ACKNOWLEDGMENT

COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

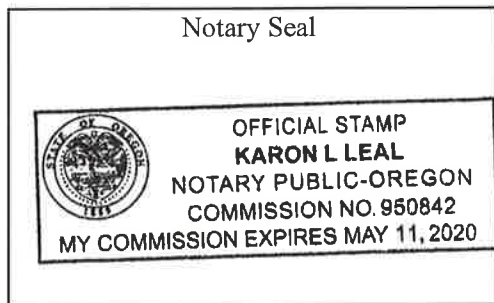
Cell Site No. WA720
Cell Site Name: Five Mile
Fixed Asset No. 10029596
Market: SEATTLE/OREGON/NO. ID
Address: 4546 West Strong Road, Spokane, WA 99208

LESSEE ACKNOWLEDGMENT

STATE OF Oregon)
COUNTY OF WASHINGTON) SS.

I certify that I know or have satisfactory evidence that WAYNE WOOTEN is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Director of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: 10/10/16.



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) persons is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
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- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
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- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
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6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

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- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
 - b. fastening of any devices, unless pre-approved in writing by the Department Project Inspector.
- 6.4.7 A copy of the most current copy of this policy shall be in possession of the project contractor and available at the project site. Adherence to this policy will be strictly enforced by the Department Project Inspector.
- 6.4.8 A portable chemical toilet shall be on-site during the project construction / installation.
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- 6.4.11 Department facilities are never to be left unlocked or unattended.
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6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

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6.5.1 Only “authorized” persons will be allowed to perform work on Department facilities. If it is deemed necessary for an “unauthorized” person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

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- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
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- d. Should an “authorized” person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person’s name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The “authorized” person must produce picture identification, and sign the “key log sheet” listing the “authorized” contractor for whom he/she works, the name of the Wireless Communication Company’s for whom the “authorized” contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the “authorized” person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a fee of **ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the “authorized” person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.

8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of Second Amendment to Site Lease Acknowledgment

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	PROSPERITY ACRES PTNS OF TRACTS 88 AND 107 AND 391 AND ADJOINING VAC STRONGRD NO. 409	
Assessor's Tax Parcel ID #:	26224.0220	
Reference Number of Prior Recorded Documents:	<u>N/A</u>	
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	WA720	Fixed Asset #: 10029596
Cell Site Name:	Five Mile	
State:	Washington	County: Spokane

**MEMORANDUM
OF
SECOND AMENDMENT TO SITE LEASE ACKNOWLEDGMENT**

This Memorandum of Second Amendment to Site Lease Acknowledgment is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**Lessor**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Lessee**").

1. Lessor and Lessee (or its predecessor-in-interest) entered into a certain Site Lease Acknowledgment on the 3rd day of July, 2002, as amended by that certain First Amendment dated May 31, 2006 and a Second Amendment to Site Lease Acknowledgment dated _____, 2016 (hereinafter, the "**SLA**") for the purpose of installing, operating and maintaining a communications facility and other improvements at Lessor's real property located at the Five Mile Indian Trails Water Tank, 4546 West Strong Road, Spokane, WA 99208. All of the foregoing is set forth in the SLA.
2. The SLA Term initially commenced July 16, 2002, and the parties agree to further extend the SLA for a new initial term will be five (5) years commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Lessee (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Second Amendment to Site Lease Acknowledgment is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the SLA, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Second Amendment to Site Lease Acknowledgment and the provisions of the SLA, the provisions of the SLA shall control. The SLA shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the SLA.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of Second Amendment to Site Lease Acknowledgment as of the day and year first above written.

LESSOR:

City of Spokane,
a municipal corporation of the State of Washington

By: _____

Name: _____

Title: _____

Date: _____

Attest: _____

LESSEE:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company
By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

Approved as to form:

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

LESSOR ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

LESSEE ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Second Amendment to Site Lease Acknowledgment dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, as Lessor, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Lessee.

The Premises are a portion of the Property located at the Five Mile Indian Trails Water Tank, 4546 West Strong Road, Spokane, WA 99208, and legally described and/or depicted as follows:

Those portions of Tracts 88 and 107 and 391 and adjoining vacated Strong Road No. 409 and the unnamed thirty-foot wide right of way lying between said Tracts 88 and 107, all in PROSPERITY ACRES, according to plat recorded in Volume "T" of Plats at page(s) 23, in Spokane County, Washington, bounded as follows:

On the East and on the South by the Northwesterly margin of Strong Road No. 1714, per right of Way Deed recorded under Recording No. 368808A; and on the West and on the North by the following described line:

Commencing at the East Quarter Corner of Section 22, T 26 N, R. 42 E., W.M., from which the intersection of Lowell Avenue and Indian Trail Road bears West a distance of 1973.73 feet; thence S 32° 17' 09" W, a distance of 886.49 feet to the TRUE POINT OF BEGINNING of this line description; thence N 13° 39' 41" W, a distance of 166.17 feet to the beginning of a curve concave to the East having a radius of 977.50 feet; thence Northerly along said curve through a central angle of 14° 33' 17" an arc distance of 248.31 feet; thence S 89° 06' 24" E, a distance of 279.58 feet to the centerline of said Strong Road No. 1714, being the terminus point of this line description;

EXCEPT any portion thereof lying Southwesterly of a curve concave to the Northeast having a radius of 20.00 feet, said curve being tangent to said Northwesterly margin of Strong Road No. 1714 and to the first course of the Westerly boundary of the above described parcel, said course having a bearing of N 13° 39' 41" W;

ALSO EXCEPT any portion thereof lying within unvacated portions of the unnamed right of way lying between said Tracts 88 and 108 of PROSPERITY ACRES, in the City of Spokane, Spokane County, Washington.

Containing 1.71 acres, more or less.

Situated in the County of Spokane, State of Washington.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/21/2016
<u>Clerk's File #</u>	OPR 1997-0530
<u>Renews #</u>	

<u>Submitting Dept</u>	WATER & HYDROELECTRIC SERVICES	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	JIM SAKAMOTO X7854	<u>Project #</u>	
<u>Contact E-Mail</u>	JSAKAMOTO@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	
<u>Agenda Item Name</u>	4100 - SLA AMENDMENTS WITH AT&T WIRELESS		

Agenda Wording

Site Lease Acknowledgement (SLA) amendments with AT&T Wireless (Atlanta, GA) resulting in net revenue of \$250,420.68 annually.

Summary (Background)

These seven (7) amendments shall have a new initial term of five (5) years as of 1 October 2016. They shall automatically renew for up to three (3) separate consecutive additional periods of five (5) years each. Commencing on 1 October 2017 rent shall increase by three percent (3%) annually. The seven site locations are as follows: 1330 Grand Blvd. 4327 E. 57th St. 3216 S. Lamonte St. 3103 W. 21st Ave. 4546 W. Strong Rd. 3726 Little Ln. 2403 E. 37th Ave.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Revenue	\$ 250,420.68	#	4100-42410-34079-36291-99999
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	KEGLEY, DANIEL	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/2016
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	JSAKAMOTO@SPOKANECITY.ORG	
<u>For the Mayor</u>	SANDERS, THERESA	SJOHNSON@SPOKANECITY.ORG	
<u>Additional Approvals</u>			
<u>Purchasing</u>			

BRIEFING PAPER
Public Works Committee
Water and Hydroelectric Services
November 28, 2016

Subject

Site Lease Acknowledgement (SLA) amendments with AT&T Wireless (Atlanta, GA) resulting in net revenue of \$250,420.68 annually.

Background

These seven (7) amendments shall have a new initial term of five (5) years and have an effective date of 1 October 2016. The SLA shall automatically renew for up to three (3) separate consecutive additional periods of five (5) years each. Commencing on October 1, 2017, rent shall increase three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

The seven site locations are as follows:

1330 Grand Boulevard Spokane, WA 99202

4327 East 57th Street Spokane, WA 99223

3216 South Lamonte Street Spokane, WA 99203

21st Avenue Water Tank, 3103 West 21st Avenue Spokane, WA 99203

4546 West Strong Road Spokane, WA 99208

3726 Little Lane Spokane, WA 99201

2403 East 37th Avenue Spokane, WA 99223

Impact

These agreements shall support quality wireless service for the citizens of Spokane and generate budgetary funds for Water & Hydroelectric Services.

Action

Recommend approval.

Funding

All revenue from these agreements shall go to the Water & Hydroelectric Services budget.

Cell Site No. SP11
Cell Site Name: SPOKANE AIRPORT
Fixed Asset No. 10092335
Market: SEATTLE/OREGON/NO. ID
Address: 3726 Little Lane, Spokane, WA 99201
City Site Name: Spokane International Airport Water Tank, SIA Reservoir #1

SECOND AMENDMENT TO SITE LEASE AGREEMENT

THIS SECOND AMENDMENT TO SITE LEASE AGREEMENT ("**Second Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**City**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324, as successor in interest to Spokane Cellular Telephone Company (hereinafter referred to as "**Tenant**").

WHEREAS, City and Tenant entered into a Site Lease Agreement dated March 25, 1996, as amended by an Extension of Telecommunications Site Lease Agreement dated January 20, 2009 (hereinafter, collectively referred to as the "**Lease**"), whereby City leased to Tenant certain premises, therein described, that are a portion of the property located at the Spokane Airport, 3726 Little Lane, Spokane, WA 99201, and commonly referred to by City as the Spokane International Airport Water Tank, SIA Reservoir #1; and

WHEREAS, the parties mutually desire to renew the Lease, memorialize such renewal period and modify the Lease in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, City and Tenant desire to amend the Lease to extend the term of the Lease; and

WHEREAS, City and Tenant desire to amend the Lease to adjust the rent in conjunction with the modifications to the Lease contained herein; and

WHEREAS, City and Tenant desire to amend the Lease to modify the notice section thereof; and

WHEREAS, City and Tenant, in their mutual interest, wish to amend the Lease as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and Tenant agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The term of the Lease shall be extended to provide that the Lease has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The Lease will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each an "**Additional Extension Term**"), upon the same terms and conditions of the Lease, as amended herein, unless Tenant notifies City in writing of Tenant's intention not to renew the Lease at least sixty (60) days prior to the expiration of the New Initial Term or the then current Additional Extension Term. The New Initial Term and the Additional Extension Term(s) are collectively referred to as the Term ("**Term**").

Cell Site No. SP11
Cell Site Name: SPOKANE AIRPORT
Fixed Asset No. 10092335
Market: SEATTLE/OREGON/NO. ID
Address: 3726 Little Lane, Spokane, WA 99201
City Site Name: Spokane International Airport Water Tank, SIA Reservoir #1

2. **Rent.** Commencing on the New Term Commencement Date, the rent payable under the Lease shall be Two Thousand Nine Hundred Eighty-One and 17/100 Dollars (\$2,981.17) per month, and shall continue during the Term, subject to adjustment as provided herein. Tenant is also responsible for paying applicable leasehold excise tax as required by Chapter 82.29A RCW. The burden is on the Tenant to show that it falls within a legal exemption.

3. **Future Rent Increase.** The Lease is amended to provide that commencing on October 1, 2017, rent shall increase three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the Lease to the contrary, access to Tenant's antenna facilities shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Second Amendment to Site Lease Agreement substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Notices.** Section 14 of the Lease is hereby deleted in its entirety and replaced with the following:

All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows:

If to Lessee:

New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
Re: Cell Site No. SP11; Cell Site Name: Spokane Airport (WA)
Fixed Asset No. 10092335
575 Morosgo Drive
Atlanta, GA 30324

With a required copy of the notice sent to:

New Cingular Wireless PCS, LLC
AT&T Legal Department- Network
Attn: Network Counsel
Re: Cell Site No. SP11; Cell Site Name: Spokane Airport (WA)
Fixed Asset No. 10092335
208 South Akard Street
Dallas, TX 75202-4206

As to Lessor:

Cell Site No. SP11
Cell Site Name: SPOKANE AIRPORT
Fixed Asset No. 10092335
Market: SEATTLE/OREGON/NO. ID
Address: 3726 Little Lane, Spokane, WA 99201
City Site Name: Spokane International Airport Water Tank, SIA Reservoir #1

City of Spokane
West 808 Spokane Falls Boulevard
Spokane, WA 99201

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

7. **Master Lease Agreement.** Notwithstanding any provisions of the Lease, as of the Effective Date, the Lease shall be governed and controlled by the terms of that certain Master Lease Agreement, dated August 1, 2000, by and between the City of Spokane as Lessor, and Spokane Cellular Telephone Company, d/b/a/ AT&T Wireless Services as Lessee, as amended, by and between the City of Spokane, as Lessor, and New Cingular Wireless PCS, LLC, successor-in-interest to Spokane Cellular Telephone Company, as Lessee (the "Master Lease Agreement"). The Master Lease Agreement, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this Second Amendment as though written in full and shall remain in full force and effect except as provided herein.

8. **Other Terms and Conditions Remain.** The Lease, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the Lease and this Second Amendment, the terms of this Second Amendment shall control. Except as expressly set forth in this Second Amendment, the Lease otherwise is unmodified and remains in full force and effect. Each reference in the Lease to itself shall be deemed also to refer to this Second Amendment.

9. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Lease.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. SP11
Cell Site Name: SPOKANE AIRPORT
Fixed Asset No. 10092335
Market: SEATTLE/OREGON/NO. ID
Address: 3726 Little Lane, Spokane, WA 99201
City Site Name: Spokane International Airport Water Tank, SIA Reservoir #1

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this Second Amendment on the dates set forth below.

CITY:

City of Spokane,
a municipal corporation of the State of Washington

TENANT:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

By: W. Wooten

Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 10-10-16

Attest: _____

Approved as to form:

James
Assistant City Attorney

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

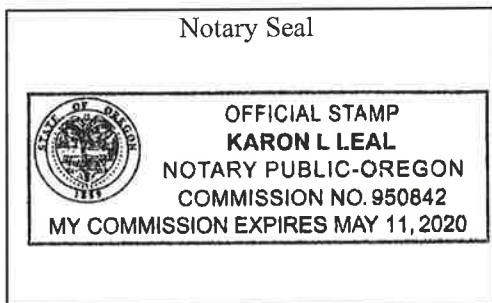
Cell Site No. SP11
Cell Site Name: SPOKANE AIRPORT
Fixed Asset No. 10092335
Market: SEATTLE/OREGON/NO. ID
Address: 3726 Little Lane, Spokane, WA 99201
City Site Name: Spokane International Airport Water Tank, SIA Reservoir #1

TENANT ACKNOWLEDGMENT

STATE OF OREGON)
) SS.
COUNTY OF WASHINGTON

I certify that I know or have satisfactory evidence that
WAYNE WOOTEN is the person who appeared before me, and said person
acknowledged that he signed this instrument, on oath stated that he was authorized to execute the
instrument and acknowledged it as the DIRECTOR of AT&T Mobility
Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such
party for the uses and purposes mentioned in the instrument.

DATED: 10/10/16



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

- 1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

- 4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
- 5.2 The Department has entered into leases with Wireless Communications Companies to allow placement of wireless communication equipment on Department Facilities. The Department is acutely aware that the companies need twenty four (24)-hour access to affect emergency repairs of equipment. Access is also necessary for communication equipment maintenance and upgrade.
- 5.3 Only "authorized" person(s) will be issued a Department facility site access key.

6.0 PROCEDURE

- 6.1 Wireless Communications Companies shall have a written executed lease with the City of Spokane prior to being allowed use of Department facilities.
- 6.2 Wireless Communication Companies shall supply an updated list of Company representatives, authorized contractors and authorized persons annually. The list shall include addresses and phone numbers as well as meet the criteria described above and sent to the Department by March 1st of each new year, dated accordingly. Until such time the Department is supplied the updated list, access will not be permitted to Department facilities.

6.3 Construction / Installation Requirements.

6.3.1 The Department's list of requirements for construction / installation projects applies to both upgrades of existing equipment and the installation of new equipment.

6.3.2 Specific issues not included in the Department's list of requirements will be subject to approval – in writing – by the Department Project Inspector.

6.3.3 Project Design and Approval.

- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
- b. The Wireless Communications Company shall submit two (2) sets of the construction / installation drawings to the Department for review and comment.
- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
- d. If necessary, the Wireless Communications Company will re-submit the drawings for approval. If all items have been satisfactorily addressed, the Department will provide the necessary approval to all drawings in the set.
- f. All necessary permits relating to the construction / Installation of the project must be purchased by the Wireless Communications Company.

6.4 Project Construction / Installation Site Work.

6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

6.4.2 All necessary permits shall be displayed at the job site.

6.4.3 A complete set of the most current approved construction / Installation drawings shall be available on site.

- 6.4.4 Any changes or deviations for the approved construction / installation drawings shall be pre-approved in writing, by the Department Project Inspector.
- 6.4.5 The Wireless Communications Company shall prepare an "as-built" set of drawings at the completion of the construction / installation. Any changes or deviations shall be noted for inclusion in the "as-built" set of drawings.
- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
 - b. fastening of any devices, unless pre-approved in writing by the Department Project Inspector.
- 6.4.7 A copy of the most current copy of this policy shall be in possession of the project contractor and available at the project site. Adherence to this policy will be strictly enforced by the Department Project Inspector.
- 6.4.8. A portable chemical toilet shall be on-site during the project construction / installation.
- 6.4.9 All equipment cabinets and antennas shall have permanent labeling with the Wireless Communications Company name and emergency contact phone numbers.
- 6.4.10 The project site shall be restored to the condition of the site prior to the commencement of the project construction / installation. Final approval of the restoration work will rest with the Department Project Inspector.
- 6.4.11 Department facilities are never to be left unlocked or unattended.
- 6.4.12 If a Department facility site is unlocked and/or unattended by the "authorized" person, that person will be held fully responsible and in violation of this policy and subject to removal from the list of "authorized" persons.

6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

6.5 “Authorized” Persons

6.5.1 Only “authorized” persons will be allowed to perform work on Department facilities. If it is deemed necessary for an “unauthorized” person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

6.5.2 Each Wireless Communication Company shall supply to the Department, in writing and on its company letterhead, a list of authorized contractors it will employ to affect repairs, maintenance, and upgrades to its equipment.

- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
- b. Listed under each contractor will be the names of “authorized” persons.
- c. The Wireless Communication Company is responsible for insuring that each listed “authorized” person has cleared a background investigation. Minimum check is social security number verification and a criminal background investigation. Any “authorized” person’s name added to a list must also have cleared a background investigation. The Department reserves the right to perform background investigations of persons as determined appropriate and necessary by the Department Director. The Department does not need the specifics of the background checks, but must have assurances that the personal background investigation was completed with results proving satisfactory.
- d. Should an “authorized” person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person’s name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The “authorized” person must produce picture identification, and sign the “key log sheet” listing the “authorized” contractor for whom he/she works, the name of the Wireless Communication Company’s for whom the “authorized” contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the “authorized” person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a fee of **ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the “authorized” person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.


8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of Second Amendment to Site Lease Agreement

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	Official legal description attached as Exhibit 1	
Assessor's Tax Parcel ID #:		
Reference Number of Prior Recorded Documents:		
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	SP11	Fixed Asset #: 10092335
Cell Site Name:	SPOKANE AIRPORT	
State:	Washington	County: Spokane

**MEMORANDUM
OF
SECOND AMENDMENT TO SITE LEASE AGREEMENT**

This Memorandum of Second Amendment to Site Lease Agreement is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**City**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Tenant**").

1. City and Tenant entered into a certain Site Lease Agreement on the 25th day of March, 1996, as amended by that certain Extension of Telecommunications Site Lease Agreement dated January 20, 2009 and a Second Amendment to Site Lease Agreement dated _____, 2016 (hereinafter, the "**Lease**") for the purpose of installing, operating and maintaining a communications facility and other improvements at City's real property located at the Spokane Airport, 3726 Little Lane, Spokane, WA 99201, and commonly referred to by City as the Spokane International Airport Water Tank, SIA Reservoir #1. All of the foregoing is set forth in the Lease.
2. The Lease Term initially commenced May 26, 1996 and the parties agree to further extend the Lease for a new initial lease term of five (5) years commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Tenant (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of Second Amendment to Site Lease Agreement is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Lease, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of Second Amendment to Site Lease Agreement and the provisions of the Lease, the provisions of the Lease shall control. The Lease shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Lease.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of Second Amendment to Site Lease Agreement as of the day and year first above written.

CITY:

City of Spokane,
a municipal corporation of the State of Washington

TENANT:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

CITY ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

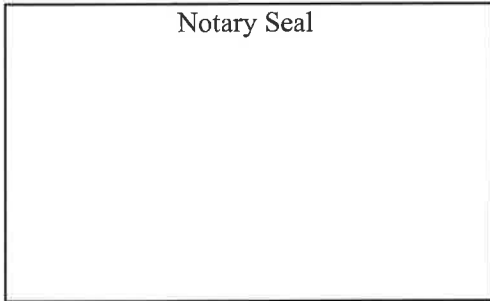
My appointment expires: _____

TENANT ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.



(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Second Amendment to Site Lease Agreement dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, as City, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Tenant.

The Premises are a portion of the Property located at the Spokane Airport, 3726 Little Lane, Spokane, WA 99201, and commonly referred to by City as the Spokane International Airport Water Tank, SIA Reservoir #1, and legally described and/or depicted as follows:

LOCATED IN THE SOUTHEAST ONE-QUARTER OF SECTION 33, TOWNSHIP 25 NORTH, RANGE 42 EAST, WILLAMETTE MERIDIAN, CITY OF SPOKANE, SPOKANE COUNTY, WASHINGTON, BEING A 5.00 FOOT WIDE EASEMENT CENTERED ON THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCING AT THE EAST ONE-QUARTER CORNER OF SAID SECTION 33;

THENCE SOUTH 00°40'45" EAST, ALONG THE EAST LINE OF SAID SECTION 33, A DISTANCE OF 123.81 FEET;

THENCE SOUTH 89°19'15" WEST, A DISTANCE OF 62.50 FEET TO THE TRUE PLACE OF BEGINNING;

THENCE SOUTH 00°58'38" WEST, A DISTANCE OF 254.00 FEET;

THENCE NORTH 89°46'11" WEST, A DISTANCE OF 440.00 FEET;

THENCE NORTH 00°16'29" EAST, A DISTANCE OF 127.24 FEET

THENCE NORTH 88°31'51" WEST, A DISTANCE OF 38.47 FEET;

THENCE SOUTH 81°33'35" WEST, A DISTANCE OF 11.81 FEET TO THE POINT OF TERMINUS BEING A NEMA BOX ON THE SIDE OF AN EXISTING WATER TOWER.

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/21/2016
<u>Clerk's File #</u>	OPR 1995-0410
<u>Renews #</u>	

Submitting Dept	WATER & HYDROELECTRIC SERVICES	Cross Ref #	
Contact Name/Phone	JIM SAKAMOTO X7854	Project #	
Contact E-Mail	JSAKAMOTO@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	
Agenda Item Name	4100 - SLA AMENDMENTS WITH AT&T WIRELESS		

Agenda Wording

Site Lease Acknowledgement (SLA) amendments with AT&T Wireless (Atlanta, GA) resulting in net revenue of \$250,420.68 annually.

Summary (Background)

These seven (7) amendments shall have a new initial term of five (5) years as of 1 October 2016. They shall automatically renew for up to three (3) separate consecutive additional periods of five (5) years each. Commencing on 1 October 2017 rent shall increase by three percent (3%) annually. The seven site locations are as follows: 1330 Grand Blvd. 4327 E. 57th St. 3216 S. Lamonte St. 3103 W. 21st Ave. 4546 W. Strong Rd. 3726 Little Ln. 2403 E. 37th Ave.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Revenue	\$ 250,420.68	#	4100-42410-34079-36291-99999
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	KEGLEY, DANIEL	<u>Study Session</u>	
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	PWC 11/28/2016
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	WHALEY, HUNT	JSAKAMOTO@SPOKANECITY.ORG	
<u>For the Mayor</u>	SANDERS, THERESA	SJOHNSON@SPOKANECITY.ORG	
<u>Additional Approvals</u>			
<u>Purchasing</u>			

BRIEFING PAPER
Public Works Committee
Water and Hydroelectric Services
November 28, 2016

Subject

Site Lease Acknowledgement (SLA) amendments with AT&T Wireless (Atlanta, GA) resulting in net revenue of \$250,420.68 annually.

Background

These seven (7) amendments shall have a new initial term of five (5) years and have an effective date of 1 October 2016. The SLA shall automatically renew for up to three (3) separate consecutive additional periods of five (5) years each. Commencing on October 1, 2017, rent shall increase three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

The seven site locations are as follows:

1330 Grand Boulevard Spokane, WA 99202

4327 East 57th Street Spokane, WA 99223

3216 South Lamonte Street Spokane, WA 99203

21st Avenue Water Tank, 3103 West 21st Avenue Spokane, WA 99203

4546 West Strong Road Spokane, WA 99208

3726 Little Lane Spokane, WA 99201

2403 East 37th Avenue Spokane, WA 99223

Impact

These agreements shall support quality wireless service for the citizens of Spokane and generate budgetary funds for Water & Hydroelectric Services.

Action

Recommend approval.

Funding

All revenue from these agreements shall go to the Water & Hydroelectric Services budget.

Cell Site No. SP10
Cell Site Name: South Hill
Fixed Asset No. 10092334
Market: SEATTLE/OREGON/NO. ID
Address: 2403 East 37th Avenue, Spokane, WA 99223

FIRST AMENDMENT TO SITE LEASE AGREEMENT

THIS FIRST AMENDMENT TO SITE LEASE AGREEMENT ("**First Amendment**"), dated as of the latter of the signature dates below (the "**Effective Date**"), is by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**City**"), and New Cingular Wireless PCS, LLC, a Delaware limited liability company, successor-in-interest to Spokane Cellular Telephone Company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Tenant**").

WHEREAS, City and Tenant (or its predecessor-in-interest) entered into a Site Lease Agreement dated May 5, 1995 ("**Lease**"), whereby City leased to Tenant certain premises, therein described, that are a portion of the property located at Garden Park Reservoir, 2403 East 37th Avenue, Spokane, WA 99223; and

WHEREAS, the parties mutually desire to renew the Lease, memorialize such renewal period and modify the Lease in certain other respects, all on the terms and conditions contained herein; and

WHEREAS, City and Tenant desire to amend the Lease to extend the term of the Lease; and

WHEREAS, City and Tenant desire to amend the Lease to adjust the rent in conjunction with the modifications to the Lease contained herein; and

WHEREAS, City and Tenant desire to amend the Lease to modify the notice section thereof; and

WHEREAS, City and Tenant, in their mutual interest, wish to amend the Lease as set forth below accordingly.

NOW THEREFORE, in consideration of the foregoing and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, City and Tenant agree that the recitals set forth above are incorporated herein as if set forth in their entirety and further agree as follows:

1. **Extension of Term.** The term of the Lease shall be extended to provide that the Lease has a new initial term of five (5) years ("**New Initial Term**") commencing on October 1, 2016 ("**New Term Commencement Date**"). The Lease will automatically renew, commencing on the expiration of the New Initial Term, for up to three (3) separate consecutive additional periods of five (5) years each (each such five (5) year additional period is hereinafter referred to as an "**Additional Extension Term**"), upon the same terms and conditions of the Lease, as amended herein, unless Tenant notifies City in writing of Tenant's intention not to renew the Lease at least sixty (60) days prior to the expiration of the New Initial Term or then current Additional Extension Term. The New Initial Term and the Additional Extension Term are collectively referred to as the Term ("**Term**").

2. **Rent.** Commencing on the New Term Commencement Date, the rent payable under the Lease shall be Two Thousand Nine Hundred Eighty-One and 17/100 Dollars (\$2,981.17) per month, and shall continue during the Term, subject to adjustment as provided herein. Tenant is also responsible for

Cell Site No. SP10
Cell Site Name: South Hill
Fixed Asset No. 10092334
Market: SEATTLE/OREGON/NO. ID
Address: 2403 East 37th Avenue, Spokane, WA 99223

paying applicable leasehold excise tax required by Chapter 82.29A RCW. The burden is on the Tenant to show that it falls within a legal exemption.

3. **Future Rent Increase.** The Lease is amended to provide that commencing on October 1, 2017, rent shall increase by three percent (3%) over the rent paid during the previous year and on an annual basis thereafter.

4. Notwithstanding any provisions in the Lease to the contrary, access to Tenant's antenna facilities shall be in accordance with the Access to Department Facilities by Wireless Communications Leaseholders, attached hereto as Attachment 1.

5. **Memorandum of Lease.** Either party will, at any time upon fifteen (15) days prior written notice from the other, execute, acknowledge and deliver to the other a recordable Memorandum of Lease substantially in the form of the Attachment 2. Either party may record this memorandum at any time, in its absolute discretion.

6. **Notices.** Section 14 of the Lease is hereby deleted in its entirety and replaced with the following:

All notices, requests, demands and communications hereunder will be given by first class certified or registered mail, return receipt requested, or by a nationally recognized overnight courier, postage prepaid, to be effective when properly sent and received, refused or returned undelivered. Notices will be addressed to the parties as follows:

If to Lessee:

New Cingular Wireless PCS, LLC
Attn: Network Real Estate Administration
Re: Cell Site No. SP10; Cell Site Name: South Hill (WA)
Fixed Asset No. 10092334
575 Morosgo Drive
Atlanta, GA 30324

With a required copy of the notice sent to:

New Cingular Wireless PCS, LLC
AT&T Legal Department- Network
Attn: Network Counsel
Re: Cell Site No. SP10; Cell Site Name: South Hill (WA)
Fixed Asset No. 10092334
208 South Akard Street
Dallas, TX 75202-4206

As to Lessor:

City of Spokane
West 808 Spokane Falls Boulevard
Spokane, WA 99201

Cell Site No. SP10
Cell Site Name: South Hill
Fixed Asset No. 10092334
Market: SEATTLE/OREGON/NO. ID
Address: 2403 East 37th Avenue, Spokane, WA 99223

Either party hereto may change the place for the giving of notice to it by thirty (30) days prior written notice to the other as provided herein.

7. **Master Lease Agreement.** Notwithstanding any provisions of the Lease, as of the Effective Date, the Lease shall be governed and controlled by the terms of that certain Master Lease Agreement, dated August 1, 2000, by and between the City of Spokane as Lessor, and Spokane Cellular Telephone Company, d/b/a/ AT&T Wireless Services as Lessee, as amended, by and between the City of Spokane, as Lessor, and New Cingular Wireless PCS, LLC, successor-in-interest to Spokane Cellular Telephone Company, as Lessee (the "Master Lease Agreement"). The Master Lease Agreement, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this First Amendment as though written in full and shall remain in full force and effect except as provided herein.

8. **Other Terms and Conditions Remain.** The Lease, and any previous amendments and/or extensions/renewals, thereto, are incorporated by reference into this document as though written in full and shall remain in full force and effect except as provided herein. In the event of any inconsistencies between the Lease and this First Amendment, the terms of this First Amendment shall control. Except as expressly set forth in this First Amendment, the Lease otherwise is unmodified and remains in full force and effect. Each reference in the Lease to itself shall be deemed also to refer to this First Amendment.

9. **Capitalized Terms.** All capitalized terms used but not defined herein shall have the same meanings as defined in the Lease.

[SIGNATURES APPEAR ON THE NEXT PAGE]

Cell Site No. SP10
Cell Site Name: South Hill
Fixed Asset No. 10092334
Market: SEATTLE/OREGON/NO. ID
Address: 2403 East 37th Avenue, Spokane, WA 99223

IN WITNESS WHEREOF, the parties have caused their properly authorized representatives to execute this First Amendment on the dates set forth below.

CITY:

City of Spokane,
a municipal corporation of the State of Washington

TENANT:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

By: W. Wooten

Name: WAYNE WOOTEN

Title: DIRECTOR

Date: 10-14-16

Attest: _____

Approved as to form:

K. Leal NOTARY/WITNESS

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

Approved as to form:

James
Assistant City Attorney

Cell Site No. SP10
Cell Site Name: South Hill
Fixed Asset No. 10092334
Market: SEATTLE/OREGON/NO. ID
Address: 2403 East 37th Avenue, Spokane, WA 99223

CITY ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

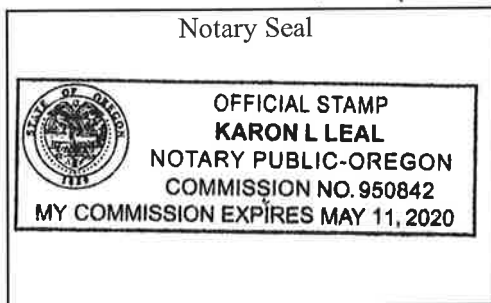
Cell Site No. SP10
Cell Site Name: South Hill
Fixed Asset No. 10092334
Market: SEATTLE/OREGON/NO. ID
Address: 2403 East 37th Avenue, Spokane, WA 99223

TENANT ACKNOWLEDGMENT

STATE OF OREGON)
COUNTY OF WASHINGTON) SS.

I certify that I know or have satisfactory evidence that WAYNE WOOSTEN is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the DIRECTOR of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: 10/14/16.



K Leal
(Signature of Notary)
KARON L LEAL
(Legibly Print or Stamp Name of Notary)
Notary Public in and for the State of OREGON
My appointment expires: 5-11-2020

ATTACHMENT 1

Access to Department Facilities by Wireless Communications Leaseholders

CITY OF SPOKANE WATER DEPARTMENT DEPARTMENT POLICY AND PROCEDURE
TITLE: ACCESS TO DEPARTMENT FACILITIES BY WIRELESS COMMUNICATIONS LEASEHOLDERS EFFECTIVE DATE: January 20, 2009 REVISION EFFECTIVE DATE: August 15, 2015

1.0 GENERAL

- 1.1 The duty discharged to the City of Spokane Water and Hydroelectric Services Department is to provide clean safe drinking water to the customers of Spokane and within its water service area. As part of this duty, the Department's responsibility is to insure the facilities that make up the City of Spokane water system are secure from those who may seek to do harm.

1.2 TABLE OF CONTENTS

- 1.0 GENERAL
- 2.0 DEPARTMENTS/DIVISIONS AFFECTED
- 3.0 REFERENCES
- 4.0 DEFINITIONS
- 5.0 POLICY
- 6.0 PROCEDURE
- 7.0 RESPONSIBILITIES
- 8.0 APPENDICES

2.0 DEPARTMENTS/DIVISIONS AFFECTED

This policy shall apply to facilities and property owned or under the control of the City of Spokane Water and Hydroelectric Services Department.

3.0 REFERENCES

Not Applicable

4.0 DEFINITIONS

- 4.1 "Authorized Person" is a person who has been approved by the Department for access to Department facilities.

- 4.2 "Department" means the City of Spokane Water and Hydroelectric Services Department.
- 4.3 "Director" means the Director of the City of Spokane Water and Hydroelectric Services Department.
- 4.4 "Wireless Communications Company" or "Company" means a company in the wireless communication industry who enters into a lease with the City of Spokane for access to and use of Department facilities for its communication equipment.

5.0 POLICY

- 5.1 The Department has implemented a heightened state of security at all its facilities. In the event an unauthorized person(s) is seen on a Department facility site a call will be made to 911 and the sighting reported. Law enforcement officers will be dispatched to investigate and the response will more than likely be handled as an intrusion with criminal intent. It is therefore imperative that the contents of this policy be completely understood and its procedures are followed exactly.
- 5.2 The Department has entered into leases with Wireless Communications Companies to allow placement of wireless communication equipment on Department Facilities. The Department is acutely aware that the companies need twenty four (24)-hour access to affect emergency repairs of equipment. Access is also necessary for communication equipment maintenance and upgrade.
- 5.3 Only "authorized" person(s) will be issued a Department facility site access key.

6.0 PROCEDURE

- 6.1 Wireless Communications Companies shall have a written executed lease with the City of Spokane prior to being allowed use of Department facilities.
- 6.2 Wireless Communication Companies shall supply an updated list of Company representatives, authorized contractors and authorized persons annually. The list shall include addresses and phone numbers as well as meet the criteria described above and sent to the Department by March 1st of each new year, dated accordingly. Until such time the Department is supplied the updated list, access will not be permitted to Department facilities.

6.3 Construction / Installation Requirements.

6.3.1 The Department's list of requirements for construction / installation projects applies to both upgrades of existing equipment and the installation of new equipment.

6.3.2 Specific issues not included in the Department's list of requirements will be subject to approval – in writing – by the Department Project Inspector.

6.3.3 Project Design and Approval.

- a. The Wireless Communications Company shall prepare construction / installation drawings illustrating the proposed project, which must be stamped, signed, and dated, by an engineer registered in Washington State.
- b. The Wireless Communications Company shall submit two (2) sets of the construction / installation drawings to the Department for review and comment.
- c. The Department will review the drawings and provide comments accordingly. The drawings will be returned to the Company to allow them to address the Water Department comments.
- d. If necessary, the Wireless Communications Company will re-submit the drawings for approval. If all items have been satisfactorily addressed, the Department will provide the necessary approval to all drawings in the set.
- f. All necessary permits relating to the construction / Installation of the project must be purchased by the Wireless Communications Company.

6.4 Project Construction / Installation Site Work.

6.4.1 All project construction / installation work shall be monitored by the Department Project Inspector and will be subject to his/her approval.

6.4.2 All necessary permits shall be displayed at the job site.

6.4.3 A complete set of the most current approved construction / Installation drawings shall be available on site.

- 6.4.4 Any changes or deviations for the approved construction / installation drawings shall be pre-approved in writing, by the Department Project Inspector.
- 6.4.5 The Wireless Communications Company shall prepare an "as-built" set of drawings at the completion of the construction / installation. Any changes or deviations shall be noted for inclusion in the "as-built" set of drawings.
- 6.4.6 Handrails typically attached to the reservoir roof ring are not to be used for:
- a. hoisting of any kind.
 - b. fastening of any devices, unless pre-approved in writing by the Department Project Inspector.
- 6.4.7 A copy of the most current copy of this policy shall be in possession of the project contractor and available at the project site. Adherence to this policy will be strictly enforced by the Department Project Inspector.
- 6.4.8. A portable chemical toilet shall be on-site during the project construction / installation.
- 6.4.9 All equipment cabinets and antennas shall have permanent labeling with the Wireless Communications Company name and emergency contact phone numbers.
- 6.4.10 The project site shall be restored to the condition of the site prior to the commencement of the project construction / installation. Final approval of the restoration work will rest with the Department Project Inspector.
- 6.4.11 Department facilities are never to be left unlocked or unattended.
- 6.4.12 If a Department facility site is unlocked and/or unattended by the "authorized" person, that person will be held fully responsible and in violation of this policy and subject to removal from the list of "authorized" persons.

6.4.13 Department Contact.

City of Spokane Water Department
Water Engineering
Phone: (509) 625-7800

6.5 "Authorized" Persons

6.5.1 Only "authorized" persons will be allowed to perform work on Department facilities. If it is deemed necessary for an "unauthorized" person to visit the facility during the course of the installation, upgrade, or maintenance of equipment, prior arrangements must be made with the designated representatives of the Department.

6.5.2 Each Wireless Communication Company shall supply to the Department, in writing and on its company letterhead, a list of authorized contractors it will employ to affect repairs, maintenance, and upgrades to its equipment.

- a. Each contractor performing work on Department facilities shall possess a Washington State Business License and provide evidence of being a bonded contractor.
- b. Listed under each contractor will be the names of "authorized" persons.
- c. The Wireless Communication Company is responsible for insuring that each listed "authorized" person has cleared a background investigation. Minimum check is social security number verification and a criminal background investigation. Any "authorized" person's name added to a list must also have cleared a background investigation. The Department reserves the right to perform background investigations of persons as determined appropriate and necessary by the Department Director. The Department does not need the specifics of the background checks, but must have assurances that the personal background investigation was completed with results proving satisfactory.
- d. Should an "authorized" person no longer need Department facility access, it is the responsibility of the Wireless Communication Company to promptly notify the Department in writing, on its letterhead, the person's name to be removed from the list. All correspondence in this regard shall be directed to:

City of Spokane Water Department
ATTN: Water Engineering
914 East North Foothills Drive
Spokane, WA 99207

6.6 Department Facility Site Access Key

- 6.6.1 Phone the Department Radio Room Dispatch Center (509-625-7800) to make arrangements for the visit. Failure to call ahead could result in delays as the Department administrative offices are locked after business hours and on weekends.
- 6.6.2 The "authorized" person must produce picture identification, and sign the "key log sheet" listing the "authorized" contractor for whom he/she works, the name of the Wireless Communication Company's for whom the "authorized" contractor is working, the name of the specific Department facility site access is desired, an estimated time necessary to complete the work and when the key will be returned.
- 6.6.3 It is imperative the "authorized" person call the Department Radio Room Dispatch Center (625-7800) prior to entering any Department facility site and at the time he/she is exiting the site.
- 6.6.4 Return to the Department Radio Room Dispatch Center for access key check-in.
- 6.6.5 Facility access key are not to be lost or duplicated.
 - a. Wireless Communication Companies duplicating or using duplicated keys will be assessed a fee of **ten thousand and no/100 dollars (\$10,000)** to cover the expense of re-keying all Water Department facilities. A similar fee will be assessed the Wireless Communication Company in the event of a lost key.
 - b. The Wireless Communication Company and the "authorized" person(s) to whom the key(s) are issued will be held fully responsible for keeping the key(s) and Department facility site(s) under total security until such time the key(s) has been returned to the Department Radio Room Dispatch Center.
 - c. Should the project remain unfinished, the facility is to be secured and the key returned immediately to the Department.

The process of "checking out" and returning the key, will be required for each day the project remains unfinished

- d. The "authorized" person on record for "checking out" the key, is the person responsible for returning the key.

7.0 RESPONSIBILITIES

The Director of the Water & Hydroelectric Services Department shall administer this policy.

8.0 APPENDICES

Sample Letter

APPROVED BY:


Water Department Director

8/13/2015
Date


Principal Engineer – Water

8-13-15
Date

COMPANY LETTERHEAD

[DATE]

Attn: [WATER ENGINEERING CONTACT]
City of Spokane Water and Hydroelectric Services Department
914 East North Foothills Drive
Spokane, WA 99207

Subject: Employees Authorized for Site Entry
Employee Background Investigation

Dear [WATER ENGINEERING CONTACT]:

The following personnel are employees of [COMPANY/CONTRACTOR NAME] which has been contracted by [TELECOMUNINCATION COMPANY NAME] to perform work at facilities owned or under the control of the City of Spokane Water & Hydroelectric Services:

We request that the following employees are added to the "authorized" access list for site access:

[NAME]
[NAME]

The above employees have received a satisfactory background investigation report. The investigation was performed by [INVESTIGATOR COMPANY], whose contact person is [CONTACT NAME] [PHONE NUMBER].

I agree to keep my company's list of "authorized" employees current at all times and to provide an updated list by March 1 of each year.

Should a situation arise that a previously "authorized" employee is no longer employed by my firm or an authorized contractor, I will provide immediate notification in writing, so this employee name may be removed from the "authorized" list.

Very truly yours,

[SIGNATURE OF RESPONSIBLE PARTY IN COMPANY]
[NAME PRINTED]
[TITLE]

ATTACHMENT 2

Memorandum of First Amendment to Site Lease Agreement

Return to:

Richard J. Busch

Busch Law Firm PLLC

25025 SE Klahanie Blvd., F203

Issaquah, WA 98029

Grantor:	City of Spokane	
Grantee:	New Cingular Wireless PCS, LLC, a Delaware limited liability company	
Legal Description:	GARDEN PARK SE1/4 L3; SW1/4 L2 B3	
Assessor's Tax Parcel ID #:	35331.1901	
Reference Number of Prior Recorded Documents:	<u>N/A</u>	
True Consideration Paid	Does not apply	Tax Mailing Address: Does not apply
Cell Site #:	SP10	Fixed Asset #: 10092334
Cell Site Name:	South Hill	
State:	Washington	County: Spokane

**MEMORANDUM
OF
FIRST AMENDMENT TO SITE LEASE AGREEMENT**

This Memorandum of First Amendment to Site Lease Agreement is entered into on this ____ day of _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, having a mailing address of West 808 Spokane Falls Boulevard, Spokane, WA 99201 (hereinafter referred to as "**City**") and New Cingular Wireless PCS, LLC, a Delaware limited liability company, having a mailing address of 575 Morosgo Drive, Atlanta, GA 30324 (hereinafter referred to as "**Tenant**").

1. City and Tenant (or its respective predecessor-in-interest) entered into a certain Site Lease Agreement on the 5th day of May, 1995, as amended by that certain First Amendment to Site Lease Agreement dated _____, 2016 (hereinafter, the "**Lease**") for the purpose of installing, operating and maintaining a communications facility and other improvements at City's real property located at Garden Park Reservoir, 2403 East 37th Avenue, Spokane, WA 99223. All of the foregoing is set forth in the Lease.
2. The Lease Term initially commenced on May 1, 2005 and the parties agree to further extend the Lease for a new initial term of five (5) years commencing on October 1, 2016, with three (3) successive five (5) year options to renew.

3. The portion of the land being leased to Tenant (the “**Premises**”) is described in **Exhibit 1** annexed hereto.
4. This Memorandum of First Amendment to Site Lease Agreement is not intended to amend or modify, and shall not be deemed or construed as amending or modifying, any of the terms, conditions or provisions of the Lease, all of which are hereby ratified and affirmed. In the event of a conflict between the provisions of this Memorandum of First Amendment to Site Lease Agreement and the provisions of the Lease, the provisions of the Lease shall control. The Lease shall be binding upon and inure to the benefit of the parties and their respective heirs, successors, and assigns, subject to the provisions of the Lease.

[SIGNATURES APPEAR ON THE NEXT PAGE]

IN WITNESS WHEREOF, the parties have executed this Memorandum of First Amendment to Site Lease Agreement as of the day and year first above written.

CITY:

City of Spokane,
a municipal corporation of the State of Washington

TENANT:

New Cingular Wireless PCS, LLC,
a Delaware limited liability company

By: AT&T Mobility Corporation
Its: Manager

By: _____

Name: _____

Title: _____

Date: _____

By: _____

Name: _____

Title: _____

Date: _____

[ACKNOWLEDGMENTS APPEAR ON THE NEXT PAGE]

CITY ACKNOWLEDGMENT

STATE OF _____)
)
COUNTY OF _____) SS.

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that said person signed this instrument, on oath stated that said person was authorized to execute the instrument and acknowledged it as the _____ of _____, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

TENANT ACKNOWLEDGMENT

STATE OF _____)
) SS.
COUNTY OF _____)

I certify that I know or have satisfactory evidence that _____ is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the _____ of AT&T Mobility Corporation, the Manager of New Cingular Wireless PCS, LLC, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____.

Notary Seal

(Signature of Notary)

(Legibly Print or Stamp Name of Notary)

Notary Public in and for the State of _____

My appointment expires: _____

EXHIBIT 1

DESCRIPTION OF PREMISES

Page 1 of 1

to the Memorandum of Lease dated _____, 2016, by and between the City of Spokane, a municipal corporation of the State of Washington, as City, and New Cingular Wireless PCS, LLC, a Delaware limited liability company, as Tenant.

The Premises are a portion of the Property located at Garden Park Reservoir, 2403 East 37th Avenue, Spokane, WA 99223, and legally described and/or depicted as follows:

GARDEN PARK SE1/4 L3; SW1/4 L2 B3

**Agenda Sheet for City Council Meeting of:**

12/12/2016

Date Rec'd

11/30/2016

Clerk's File #

CPR 1981-0402

Renews #Submitting Dept

MAYOR

Cross Ref #Contact Name/Phone

BRANDY COTE 625-6774

Project #Contact E-Mail

BCOTE@SPOKANECITY.ORG

Bid #Agenda Item Type

Boards and Commissions

Requisition #Agenda Item Name

0520 APPOINTMENT OF STEVE SALVATORI TO THE SPOKANE PARK BOARD

Agenda Wording

Appointment of Steve Salvatori to the Spokane Park Board, to fill an unexpired term ending on 2/2/2021.

Summary (Background)

Appointment of Steve Salvatori to the Spokane Park Board, to fill an unexpired term ending on 2/2/2021.

Fiscal ImpactBudget Account

Select \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

COTE, BRANDY

Study SessionDivision DirectorOtherFinanceDistribution ListLegal

bcote@spokanecity.org

For the Mayor

SANDERS, THERESA

leadie@spokanecity.org

Additional Approvals

pclarke@spokanecity.org

Purchasing

gnunes@spokanecity.org

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/23/2016
<u>Clerk's File #</u>	RES 2016-0098
<u>Renews #</u>	

<u>Submitting Dept</u>	CITY COUNCIL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	BEN STUCKART 5096256258	<u>Project #</u>	
<u>Contact E-Mail</u>	BSTUCKART@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0320 - USE OF SCHOOL ZONE CAMERA FUNDS		

Agenda Wording

A resolution determining the use of funds received by the City in connection with traffic zone infractions issued under the school speed zone traffic camera pilot program.

Summary (Background)

This resolution details the use of funds from school speed zone traffic cameras, including funding to be used for four additional SPD Neighborhood Resource Officers for 2017 and 2018, one half of a Municipal Court Commissioner, and previously-approved traffic calming projects.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	STUCKART, BEN	<u>Study Session</u>	
<u>Division Director</u>		<u>Other</u>	Public Safety Committee
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT	htrautman@spokanecity.org	
<u>For the Mayor</u>	SANDERS, THERESA	kmyers@spokanecity.org	
<u>Additional Approvals</u>			
<u>Purchasing</u>			

RESOLUTION NO. 2016-0098

A resolution determining the use of funds received by the City in connection with traffic zone infractions issued under the school speed zone traffic camera pilot program.

WHEREAS, the City Council has the duty to take affirmative steps to protect the health, welfare, and safety of all people in the City of Spokane; and

WHEREAS, in that connection, the City Council passed Resolution 2014-0118 (Dec. 3, 2014), which established a school speed zone traffic camera pilot program at Finch and Longfellow Elementary Schools; and

WHEREAS, the duties of Neighborhood Resource Officers include working closely with public schools to address safety issues at and near schools; and

WHEREAS, this effort is driven by the City's desire to improve pedestrian safety, and to avoid further tragedy such as that which occurred on November 20, 2014, when an 11-year old child was critically injured a few blocks from Stevens Elementary School by a speeding driver who failed to yield; and

WHEREAS, currently, there is no formal process or framework in place for determining how to use these funds for the greatest benefit to the City of Spokane; and

WHEREAS, the City Council has authority and responsibility for formulating budgetary policy pursuant to section 12 of the City Charter, which provides that "all appropriations of money shall be by ordinance."

NOW, THEREFORE, BE IT RESOLVED that the Spokane City Council adopts, pursuant to SMC 16A.64.280, the following framework for determining uses for funds derived from school speed zone traffic camera infractions:

1. For FY 2017 and 2018 up to \$550,000 of the revenue will be used for 4 Spokane Police Department Neighborhood Resource Officers, who will be deployed with other Neighborhood Resource Officers to improve neighborhood and school safety as determined by the Spokane Police Department with input from schools, neighborhoods, the Cop Shops and other partners. The administration and city council will explore ways to find other general fund dollars for this purpose in future years. Any residual funds from other police budget savings such as overtime at the end of 2017 will be returned to this fund for items 1 and 2.
2. One half of a Municipal Court Commissioner position that adjudicates school speed zone and red light camera tickets, with the balance being paid by the red light camera fund. This annual cost to the school speed zone fund will be \$62,500.

3. For FY 2017 \$247,940 and FY 2018 \$220,800 will be spent for previously approved Traffic Calming Projects that are near schools.
4. All excess revenues will be evaluated by the City Council's Traffic Calming subcommittee and will work with the Spokane School District, Mead School District, Cheney School District, Spokane Regional Health District, the PeTT Committee and the neighborhoods in evaluating capital projects and programs that increase safety at and near schools.

Passed by the City Council this ____ day of _____, 2016.

City Clerk

Approved as to form:

Assistant City Attorney

**Agenda Sheet for City Council Meeting of:**

12/12/2016

Date Rec'd

11/30/2016

Clerk's File #

RES 2016-0099

Renews #Submitting Dept

PLANNING

Contact Name/Phone

KEVIN 625-6184

Cross Ref #Project #Contact E-Mail

KFREIBOTT@SPOKANECITY.ORG

Bid #Agenda Item Type

Resolutions

Requisition #Agenda Item Name

0650 - FT. GEORGE WRIGHT DRIVE STATION & CORRIDOR PLAN

Agenda Wording

A resolution recognizing the Ft. George Wright Drive Station and Corridor Plan as a declaration of the neighborhood's desired future condition, providing direction for neighborhood-based improvement activities, as well as neighborhood

Summary (Background)

The Ft. George Wright Station and Corridor plan is the end result of more than a year of work by the neighborhood, City staff, STA staff, and various consultants and technical experts. It presents a comprehensive vision for the future of the SFCC area as well as schematic plans for land use and transportation development on Ft. George Wright Drive. It envisions new transit provisions, a roadway rightsizing for Ft. George Wright Drive, and a new roadway on property currently owned by SFCC,

Fiscal ImpactBudget Account

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

KEY, LISA

Study SessionDivision Director

MALLAHAN, JONATHAN

Other

PED 11/21/16

Finance

KECK, KATHLEEN

Distribution ListLegal

RICHTMAN, JAMES

Engineering AdminFor the Mayor

SANDERS, THERESA

jrichman@spokanecity.org

Additional Approvals

hwhaley@spokanecity.org

Purchasing

kfreibott@spokanecity.org

sms@witherspoonkelley.com



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

priorities involving future projects.

Summary (Background)

with some mixed use development and significant pedestrian and bicycle improvements throughout the project area.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Planning & Development Services
November 22, 2016

Subject

West Hills Neighborhood Planning – Ft. George Wright Drive Station and Corridor Plan

Background

The West Hills Neighborhood has completed their initial planning project utilizing the \$21,150 allocated by the City in 2007. After being selected by the City to begin their planning process in 2016, the neighborhood voted to combine their funding with Spokane Transit to study land use, transportation, and transit issues and opportunities in the vicinity of Spokane Falls Community College. Studio Cascade was selected as the consultant on this project.

The Ft. George Wright Station and Corridor plan is the end result of more than a year of work by the neighborhood, City staff, STA staff, and various consultants and technical experts. It presents a comprehensive vision for the future of the SFCC area as well as schematic plans for land use and transportation development on Ft. George Wright Drive. It envisions new transit provisions, a roadway rightsizing for Ft. George Wright Drive, and a new roadway on property currently owned by SFCC, with some mixed use development and significant pedestrian and bicycle improvements throughout the project area.

Creation of this plan followed extensive public outreach and participation and is the end result of coordination and participation by local land owners, residents, Neighborhood Council members, Spokane Falls Community College, the Mukogawa Institute, and many others.

The West Hills Neighborhood Council unanimously approved the final plan in October 2016 and requested that it be forwarded to the City Council. The Plan Commission held a hearing on the plan on November 9, unanimously recommending that the City Council approve a Resolution recognizing the plan.

Impact

Because the plan is conceptual in nature, future implementation of the actions envisioned in the plan will likely require further analysis and a future change in the Comprehensive Plan Land Use Plan Map and Zoning Map. It will also require a modification in the planned reconstruction of Ft. George Wright Drive as described in the 6-year Capital Improvement Program.

Action

Planning staff will bring a Resolution before the Council for consideration, acknowledging the plan as a vision of the neighborhood for future development and improvements in the project area.

Funding

This project was funded by the 2007 City Council allocation of \$550,000 for neighborhood planning. The West Hill's neighborhood used their share of the allocation for this neighborhood planning effort, which is approximately \$21,154.00, as well as an additional \$60,000 provided by STA for the project under an MOU with the City signed in October 2015.

RESOLUTION NO. 2016-0099

A RESOLUTION RECOGNIZING THE ATTACHED FT. GEORGE WRIGHT DRIVE STATION AND CORRIDOR PLAN AS A DECLARATION OF THE WEST HILLS NEIGHBORHOOD'S DESIRED FUTURE CONDITION, PROVIDING DIRECTION FOR NEIGHBORHOOD-BASED IMPROVEMENT ACTIVITIES, AS WELL AS NEIGHBORHOOD PRIORITIES INVOLVING FUTURE PROJECTS.

WHEREAS, the City of Spokane Charter, Section 73, provides for the establishment of Neighborhood Councils. One such Council has been formed and recognized for the West Hills Neighborhood according to City requirements; and,

WHEREAS, the City of Spokane is currently divided into 29 neighborhoods, including the West Hills neighborhood which comprises those portions of the City lying generally west of the Spokane River and north of Interstate 90; and,

WHEREAS, according to City of Spokane Charter Section 74, Neighborhood Councils may review and recommend a plan to the City Council and the Plan Commission regarding matters affecting the neighborhood; and,

WHEREAS, the Spokane City Council allocated \$550,000 in neighborhood planning funds in 2007, which has been divided among each neighborhood, totaling \$21,150 for each neighborhood that opted into the program; and,

WHEREAS, the West Hills neighborhood was selected in 2015 to initiate its initial planning process, utilizing the above funding; and,

WHEREAS, the West Hills Neighborhood Council passed a resolution on July 14, 2015 combining their funding with \$60,000 from the Spokane Transit Authority (STA) for the purposes of studying transit, street improvements, and land use considerations in the vicinity of Ft. George Wright Drive and the Spokane Falls Community College; and,

WHEREAS, the City of Spokane and the STA signed a Memorandum of Understanding (OPR 2015-0916) on October 11, 2015, providing for \$19,000 of the allocated funds to be reimbursed to STA for the purposes of securing the services of a consultant for the purpose of preparing the plan. Studio Cascade of Spokane ("the consultant") was selected as that consultant; and,

WHEREAS, the City, STA, and neighborhood held a series of public meetings and workshops March 8 through March 10, 2016, for the purposes of collecting

information from stakeholders and the public and developing the features of the plan; and,

WHEREAS, a draft plan was completed by the consultant and presented to the neighborhood on May 17, 2016; and,

WHEREAS, the plan documents the desires of the neighborhood for City decision-makers as they consider future funding and implementation measures for City plans and projects, specifically as they relate to future actions in the vicinity of Ft. George Wright Drive; and,

WHEREAS, the Neighborhood Council met on July 12, 2016 and voted to approve the plan; and,

WHEREAS, the City of Spokane Streets Department identified some possible changes needed in the cross section for Ft. George Wright Drive in the plan, following which the plan was amended to include a second potential cross section. Those changes were approved by the Neighborhood Council on October 11, 2016; --

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL that the Ft. George Wright Drive Station and Corridor Plan is recognized as a written record of the neighborhood's ongoing desire and effort to continue building a vibrant, health, active, safe, and connected neighborhood for all West Hills residents.

ADOPTED by the City Council this _____ day of _____, 2016.

City Clerk

Approved as to form:

Assistant City Attorney

**CITY OF SPOKANE PLAN COMMISSION
FINDINGS OF FACT, CONCLUSIONS, AND RECOMMENDATIONS
REGARDING THE FORT GEORGE WRIGHT DRIVE STATION AND CORRIDOR PLAN**

A recommendation of the City of Spokane Plan Commission to the City Council in the matter of a proposed neighborhood plan, titled the Fort George Wright Drive Station and Corridor Plan ("the plan"), prepared by the West Hills Neighborhood in partnership with the Spokane Transit Authority, as a guide for future land use and transportation amenities in the vicinity of the Spokane Falls Community College.

FINDINGS OF FACT:

- A. The City of Spokane Charter, Section 73, provides for the establishment of Neighborhood Councils. One such Council has been formed and recognized for the West Hills Neighborhood, according to City requirements.
- B. The City of Spokane is currently divided into 29 neighborhoods, including the West Hills neighborhood, which comprises those portions of the City lying generally west of the Spokane River and north of Interstate 90.
- C. According to City of Spokane Charter Section 74, Neighborhood Councils may review and recommend a plan to the City Council and the Plan Commission regarding matters affecting the neighborhood.
- D. The Spokane City Council allocated \$550,000 in neighborhood planning funds in 2007, which has been divided among each neighborhood, totaling \$21,150 for each neighborhood that opted into the program.
- E. The West Hills neighborhood was selected in 2015 to initiate its initial planning process, utilizing the above funding.
- F. The West Hills Neighborhood Council passed a resolution on July 14, 2015 combining their funding with \$60,000 from the Spokane Transit Authority ("STA") for the purposes of studying transit, street improvements, and land use considerations in the vicinity of Fort George Wright Drive and the Spokane Falls Community College.
- G. The City of Spokane and STA signed a Memorandum of Understanding (OPR 2015-0916) on October 11, 2015, providing for \$19,000 of the allocated funds to be reimbursed to STA for the purposes of securing the services of a consultant for the purpose of preparing the plan. Studio Cascade of Spokane ("the consultant") was selected as that consultant.
- H. The City, STA, and neighborhood held a series of public meetings and workshops March 8 through March 10, 2016, for the purposes of collecting information from stakeholders and the public and to develop the features of the plan.

- I. A draft plan was completed by the consultant and presented to the neighborhood on May 17, 2016.
- J. The plan documents the desires of the neighborhood for City decision makers as they consider future funding and implementation measures for City plans and projects, specifically as they relate to future actions in the vicinity of Fort George Wright Drive.
- K. The Neighborhood Council met on July 12, 2016 and voted to approve the plan.
- L. The City of Spokane Streets Department identified some possible changes needed in the cross section for Ft. George Wright Drive in the plan, following which the plan was amended to include a second potential cross section in order to address Streets Department comments. Those changes were approved by the Neighborhood Council on October 11, 2016.

CONCLUSION AND RECOMMENDATION:

OK In the matter of the Fort George Wright Drive Station and Corridor Plan, the initial neighborhood planning effort by the West Hills neighborhood, the Plan Commission recommends by a vote of ~~2~~ to ~~10~~ the Spokane City Council **APPROVE** the Resolution recognizing the plan as a record of the neighborhood's ongoing desire and effort to continue building a vibrant, healthy active, safe, and connected neighborhood for all West Hills residents.



Dennis Dellwo, President
Spokane Plan Commission
November 9, 2016



Mr. Dennis Dellwo
President, City of Spokane Plan Commission
808 W. Spokane Falls Boulevard
Spokane, WA 99201

Subject: Ft. George Wright Drive Station & Corridor Plan

Dear Mr. Dellwo:

We are very excited at the opportunity to present this station and corridor plan for the Fort George Wright Boulevard/Spokane Falls Community College (SFCC) area - an excitement we hope you'll share as you become familiar with the tremendous opportunities it presents for our community.

This plan exemplifies how planning and collaborative investment can help solve multiple objectives - implementing comprehensive plan goals, and yielding benefits for entities including Spokane Falls Community College, Mukogawa Institute, Spokane Transit Authority, the West Hills Neighborhood, River Run PUD and others. Features called for in this plan address real and immediate public safety needs, improve provision of transit, encourage new and much-needed land uses, boost bike and pedestrian usability, and set the stage for the growth of the area into a far more cohesive and vital neighborhood center.

It's clear the type of collaborative effort that helped develop this plan will need to persist, requiring strong support and leadership from the City and Planning Commission, STA, SFCC, and the West Hills Neighborhood. Together, and with coordinated public investment, private investment is likely to follow, creating an area sure to be valued by locals as well as by students and visitors.

Please feel free to contact any of us with questions or ways to improve this plan and the outcomes it envisions. Thanks in advance for your support – we're hopeful and excited for the future of this area!

Sincerely,

Lisa Key
Director, Planning & Development
808 W. Spokane Falls Boulevard
Spokane, WA 99201
509-625-6187

Karl Otterstrom, AICP
Director of Planning
Spokane Transit Authority
W. 1230 Boone Avenue
Spokane, WA 99201
509-325-6000

Dr. Janet Gullikson
President
Spokane Falls Community College
3410 W. Fort George Wright Drive
MS 3010 / Building 30, Room 220
Spokane, WA 99224
509-533-3535

Bridget Walden
Chairperson
West Hills Neighborhood Council
808 W. Spokane Falls Boulevard
Spokane, WA 99201
509-744-0467

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Planning Context

Introduction

In 2015, the West Hills Neighborhood Council decided to combine their allocation from the City of approximately \$21,000 in neighborhood planning funds with \$60,000 from the Spokane Transit Authority (STA) to “engage in a coordinated planning process that would encourage a vibrant neighborhood and improve access to multi-modal transportation.” This plan is the result of that process, advancing land use objectives supported by the neighborhood and the City's Comprehensive Plan and addressing STA's desire for improved transit facilities serving Spokane Falls Community College (SFCC).

The planning process included extensive public outreach, including stakeholder interviews; open-house meetings; a set of "storefront studio" workshops; multiple presentations to neighborhood and agency representatives; presentations to the Spokane Planning Commission; and a project web page to secure a wide variety of perspectives and reflect the needs and desires of the community.

This plan identifies a set of actions and investments that address specific functional and safety criteria mandated by STA, as well as developing the type of walkable, mixed-use "neighborhood center" desired by the West Hills residents. It incorporates and helps implement portions of SFCC's master plan, and supports and helps orient the final phase of the River Run Planned Unit Development (PUD)



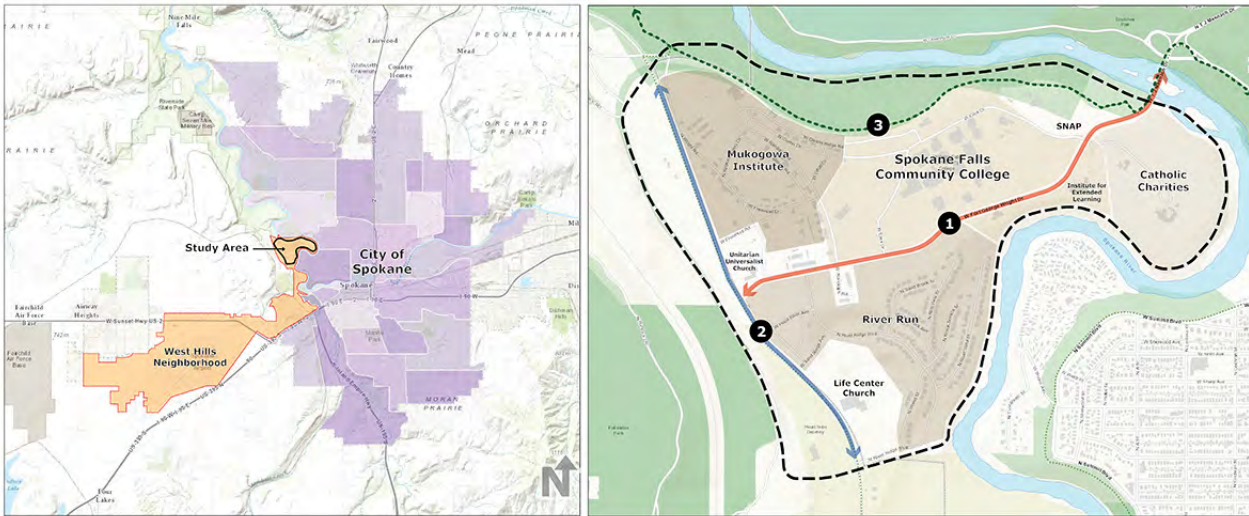


Figure 1.01 – The project study area, as located in the City of Spokane and the West Hills Neighborhood (left) and in its immediate vicinity (right). The image at right also outlines areas associated with SFCC, the River Run PUD, Mukogawa Institute, Catholic Charities, SNAP, and the Life Center church. Ft. George Wright Boulevard is highlighted in red (1) Government Way in blue (2) and the Centennial Trail in dotted green (3). (Image: Studio Cascade, Inc.)

abutting Ft. George Wright Boulevard (FGW). Taken as a whole, this plan directs relatively small investments in transit facilities to prompt extensive investment in the area, creating a more valued, dynamic environment.

This plan also included a basic traffic analysis, modeling the potential viability of street-related recommendations. (See Chapter 2)

The following sections introduce the various conditions present in the plan's study area, including site history, the policy context, land uses and transportation conditions. More complete coverage on these topics is contained in the plan's appendices.

Site Context

History

The location of this plan's study area is within the northern-most portion of Spokane's West Hills Neighborhood, roughly central to the City's overall limits and abutting unincorporated Spokane County along N. Government Way. North and east portions of the study area are bounded by the Spokane River. (See **Figure 1.01**)

The site's developed history began in 1894, when land known locally as "Twickenham Park" was deeded to the US government for the creation of the Fort George Wright military post. Between 1899 and 1940, the Fort housed and trained mounted infantry units, including the famous "Company M" Black Infantry Regiment, stationed as the post's first residents from 1899 to 1908.

In 1957, the site was declared surplus by the government, who gave educational institutions priority to purchase the property. In 1960, 76 acres of the former post was purchased by the Sisters of the Holy Names convent, who established a liberal arts college for women. In 1990, the college's land

and buildings were purchased by the Mukogawa Women's Academy, which remains in operations today. In 1967, Spokane Falls Community College (SFCC) purchased 113 acres of the former post, leveling all structures and creating its new campus.

Remaining structures and associated land from the former fort are now part of the Fort George Wright Historic District, listed on the National Register of Historic Places.

Another large portion of the study area includes the 130-acre “River Run” subdivision, developed on land used for gravel mining and processing between 1905 and 2001. The first phase of the River Run development commenced in 2005, with subsequent work continuing through to present day.

29 acres of the River Run site were sold to the Life Center Foursquare Church, which sees an average weekly attendance of 4,000 persons. The church and its 1,000-stall surface lot dominates street frontage where commercial uses had been envisioned as part of the River Run master plan.

The portion of the study area north of Ft. George Wright Boulevard was annexed by the City of Spokane in 1966, and the portion south in 1996.

Relevant Plans

Aside from the overall Comprehensive Plan for the City, there is currently no neighborhood plan for the West Hills neighborhood nor any plans specific to the study area. Plans exist that deal with different portions of the study area, including SFCC, River Run, and Copper River at Holy Names (formerly Sisters of the Holy Names convent), as well as plans regarding improvements or services in the area, including the Spokane Transit Authority (STA), the Centennial Trail, and City of Spokane Capital Facilities plans. These are summarized below:

SFCC Master Plan

SFCC's 2011 campus master plan expresses several objectives relevant to this plan:

- *The desire to create and enhance spaces for students to study, socialize, relax, and eat between classes. These are envisioned as open spaces, promenades and use features - for example, plazas and cafés;*
- *Improved cross-campus pedestrian connectivity and axial organization, including an east-west promenade envisioned as the “main street” of campus;*

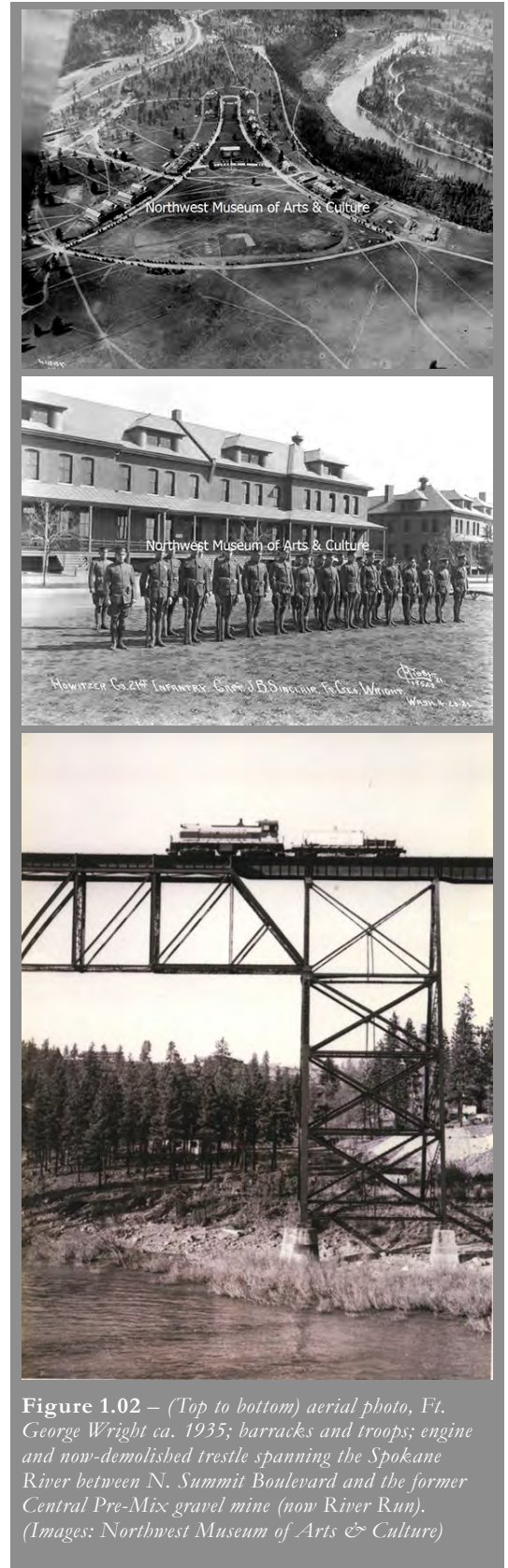


Figure 1.02 – (Top to bottom) aerial photo, Ft. George Wright ca. 1935; barracks and troops; engine and now-demolished trestle spanning the Spokane River between N. Summit Boulevard and the former Central Pre-Mix gravel mine (now River Run). (Images: Northwest Museum of Arts & Culture)

- *Prioritization of pedestrian movement over vehicular movement;*
- *Improved bicycle access, noting the absence of bike lanes on Ft. George Wright Boulevard (FGW) and few bike racks on campus; and*
- *Creation of a transit hub, including pull outs or off-street loading.*

These and other goals are intended to encourage more students to come to campus regardless of mode - and stay on campus throughout the day.

River Run PUD

In 2000, the River Run planned unit development (PUD) proposed numerous housing types, including four-unit townhomes, single-family homes with off-alley garages, multi-family units, and a sizable portion of land dedicated to commercial uses. Today, River Run is nearly complete but contains far fewer commercial areas and housing types than originally envisioned, with single-family housing predominant and multi-family

apartments confined to the northwest corner of the property. Commercial uses were envisioned where these apartments now exist, as well as on land extending eastward as far as Randolph Road. Multi-family and mixed-use buildings were also envisioned fronting FGW from the eastern edge of the Fort Wright Apartments as far as SFCC's Lodge Building 9 near the intersection of Mitchell Drive (see Figure 1.02). River Run developers now hope to complete development of townhomes eastward between FGW and the bluff and to realize some form of commercial development along FGW between River Ridge Boulevard and Randolph Road.

Catholic Charities

During the course of developing this plan, the convent and land belonging to the Sisters of the Holy Names was put up for sale and purchased by Catholic Charities.

Applications filed with the City indicate plans for three transitional housing projects, an



Figure 1.03 – SFCC's master plan envisions re-purposing some existing parking, helping give it a more visible presence along FGW, as well as improving walkability and making the campus feel more cohesive. (Image: Spokane Falls Community College)

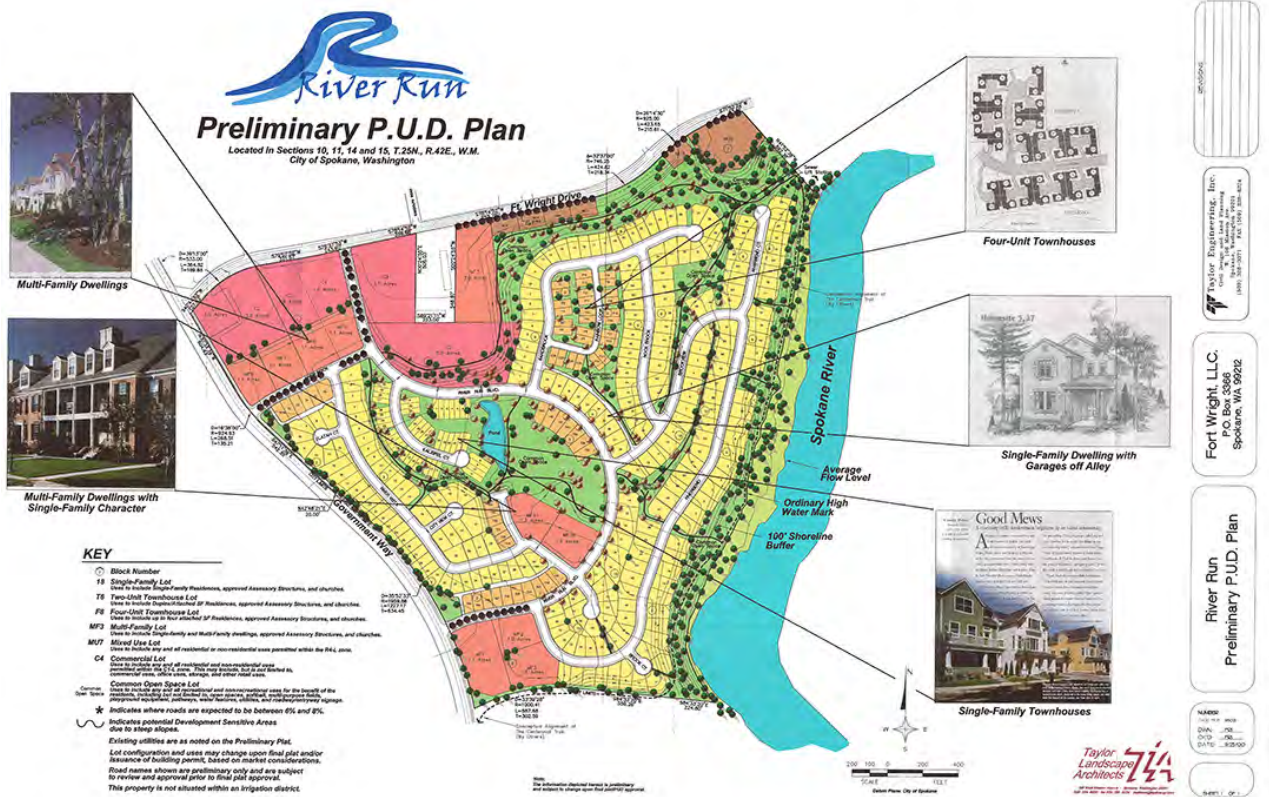


Figure 1.04 – Initial plans for the River Run PUD featured a wide range of housing types as well as retail and mixed-use buildings. Though the build-out differs in some ways, developers hope to provide retail near Randolph Road, as well as townhomes along FGW where indicated in this 2000 plan. (Image: City of Spokane)

associated park and 33.5 acres of conservation lands along the Spokane River shoreline. Proposed housing includes:

- "Copper River Apartments," 232 units;
- "Catholic Charities Family Housing," 75 units; and
- "Catholic Charities Senior Housing" 75 units.

Catholic Charities refers to the entire development as "Copper River at Holy Names." City pre-development notes indicate that the City will require a 12-foot pathway (in lieu of a sidewalk), to connect the Centennial Trail near the T. J. Meenach Bridge with an existing pathway along the south side of FGW. Catholic Charities, noting the acute need for transit servicing low-income and senior residents, are considering options to optimize access between

STA stops along FGW and their units, which are to be constructed near the center of the 65-acre property.

Spokane Transit Authority (STA)

STA's desire to improve safety and services by constructing an off-street transit station at SFCC played a strong role in setting this plan in motion.

STA's 2015 *Transit Development Plan* recommends changes for service to the study area (Route 33), with frequency improved from one-hour to 30 minute cycles on Saturdays in 2016, and further changes in 2017 to include 30-minute frequencies on Sundays and holidays.

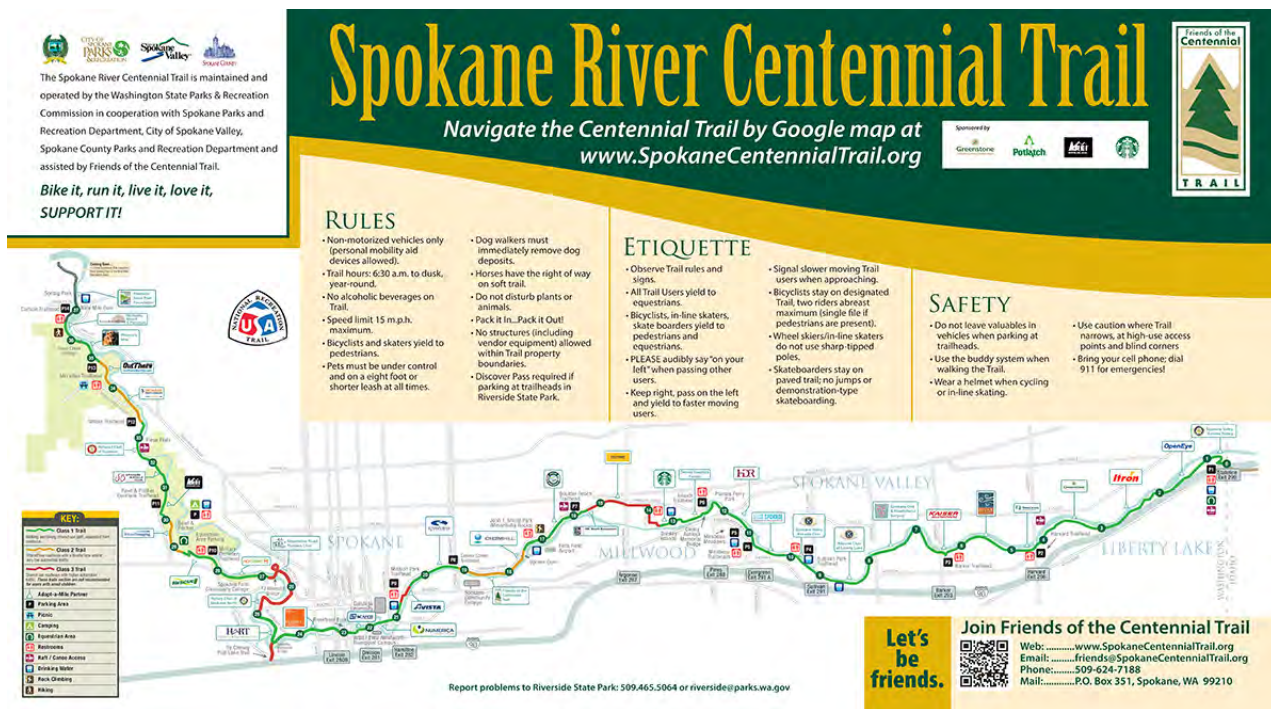


Figure 1.05 – The Centennial Trail passes through this plan's study area. Bike lanes envisioned for FGW will greatly improve access to the trail from SFCC and elsewhere on the western (river left) side of the Spokane River. (Image: Friends of the Centennial Trail)

Spokane Neighborhood Action Partners (SNAP)

Headquarters for this organization are housed in the former convent facilities just north of FGW along the Spokane River shoreline. The organization does not have published plans for the site, but a 2016 interview with management indicated SNAP foresees little facility expansion, and anticipates continued growth of their vocational training / business incubator uses on the property. SNAP is also considering up to 50 affordable housing units adjoining their main facility and recognizes that transit is critical to a majority of those likely to reside and / or work on the SNAP site.

Centennial Trail

Spokane's Centennial Trail is a 37-mile paved trail extending from the Washington / Idaho border to Sontag Park in Nine Mile Falls. Significant gaps exist along the route, with one of those gaps located near this plan's study area, at "Mile 26" from N. Summit Boulevard to the

T.J. Meenach Bridge. City plans indicate the construction of a new trail segment to close this gap, including a 14-foot shared use path and an eight-foot gravel jogging shoulder along Pettet Drive to the eastern landing of the bridge. The project is being created in coordination with installation of a new Combined Sewer Overflow (CSO) tank near the intersection of Pettet Drive and FGW.

Capital Facilities Plan

The City of Spokane's six-year Capital Facilities Plan indicates the following improvements are planned for FGW:

- 2016 - FGW from Government Way to Elliot Drive W.; arterial grind and overlay, total cost: \$335,798;
- 2017 - FGW from Elliot Drive W. to 850' east of SFCC signal; arterial grind and overlay, total cost: \$420,117; and
- 2018 - FGW from 850' east of SFCC signal to T.J. Meenach Bridge; arterial grind and overlay, total cost: \$343,938.

Recognition that these improvements might coincide with other community objectives helped affirm City support for development of this plan.

Policy Conditions

The following sections describe policy-related conditions in and / or influencing the study area for the FGW Corridor and Station Area Plan.

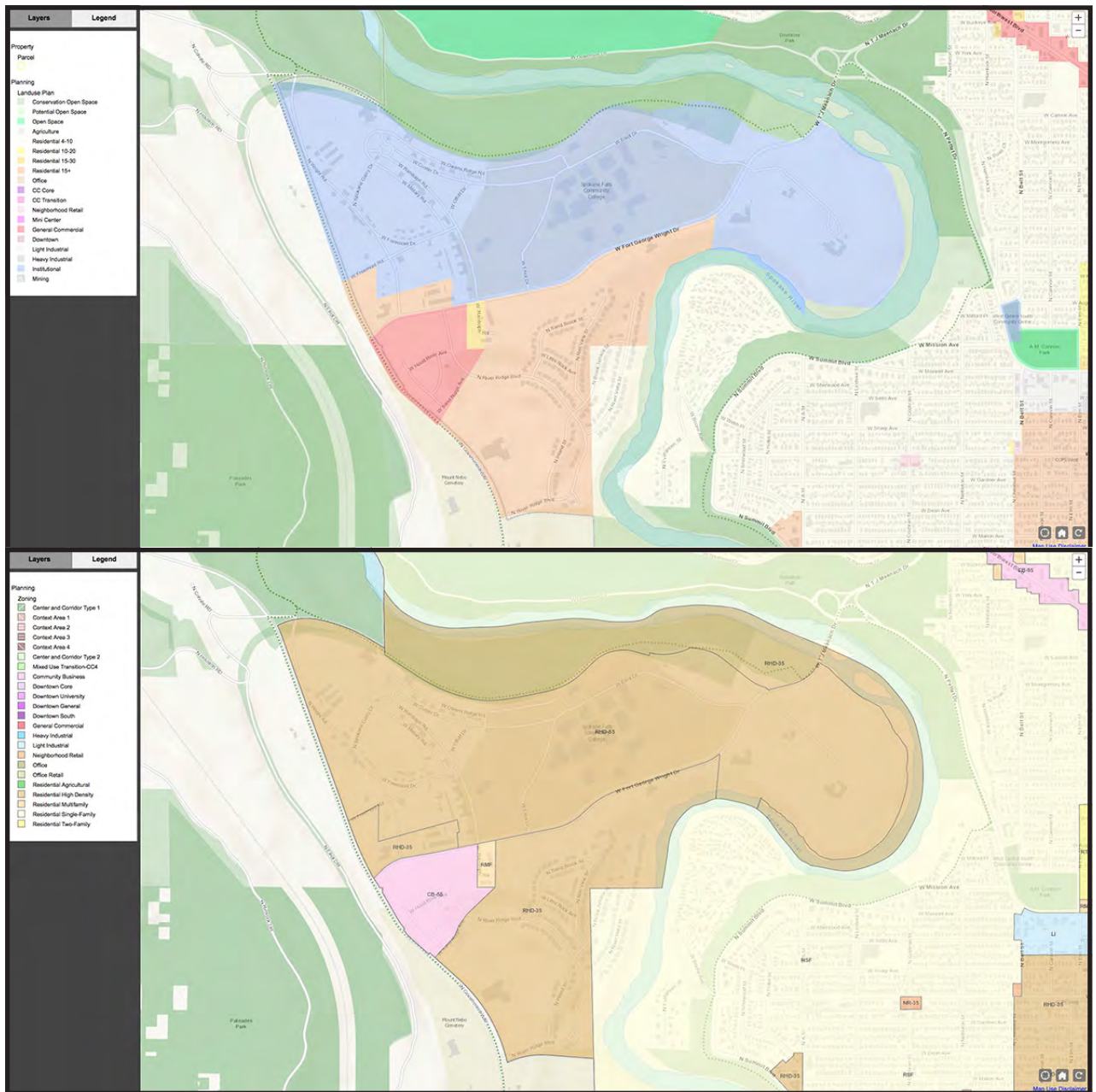


Figure 1.06 – City of Spokane Comprehensive Plan (Land Use) and Municipal Code (zoning) designations in the study area. The commercial area outlined in the land use map matches that on the zoning map. (Image: City of Spokane)



Figure 1.07 – Student housing in the study area includes former barracks like this historic remnant of Ft. George Wright. (Image: Studio Cascade, Inc.)

Comprehensive Plan

The current City of Spokane Comprehensive Plan Land Use Map identifies nearly all areas north of FGW (within the study area) as "Institutional." Areas south of FGW are identified as "Residential 15+." An area near the intersection of Government Way and FGW - supporting original River Run PUD plans - is shown as "General Commercial." The Land Use Map also identifies the latter area as a "Neighborhood Center," indicating a desire for:

- *Development featuring greater intensity than the surrounding neighborhood;*
- *Businesses and services primarily catering to neighborhood residents; and*
- *Features that encourage walking, social interaction, and neighborhood activities (LU 3.2, N 2.1).*

The Comprehensive Plan also recommends landscaping for streets serving Neighborhood Centers, improving aesthetics and helping to separate sidewalks from the curb for pedestrian safety. For transit routes, the Comprehensive Plan recommends bus pullout bays be installed (Chapter 4, pg. 52), and provision of bicycle lockers, racks, and / or storage at transit stations (Action 2.1).

Spokane Zoning Map

The majority of the study area is designated RHD-55 or RHD-35 (Residential High Density) on the Zoning Map. The same area shown as General Commercial on the Land Use Map (abutting the intersection of Government Way and FGW) is zoned CB-55 (Community Business). Building height limits associated these zones are as follows:

- *RHD-35 = 35 ft.;*
- *RHD-55 = 55 ft.; and*
- *CB-55 = 55 ft.*

The Zoning Map also identifies the above CB-55 area as a "CC3" (Centers and Corridors Type 3) overlay area, allowing it to use existing zoning regulations or develop according to standards for "Type 1" or "Type 2" centers. Center and Corridor zones are designated to implement Comprehensive Plan goals and policies, specifically Policy LU 3.2, calling for the creation of a "... cohesive development pattern with a mix of uses, higher density housing, buildings oriented to the street, screened

parking areas behind buildings, alternative modes of transportation with a safe pedestrian environment, quality design, smaller blocks and relatively narrow streets with on-street parking” (Spokane Municipal Code Section 17C.122.010).

Built Environment

Numerous land uses and entities have been established within the study area, including SFCC, the River Run PUD, Catholic Charities, SNAP and the Centennial Trail as described in previous sections. The following list includes additional details for these and other uses in the study area:

- **SFCC** - This institution serves 8,356 students, approximately 66 percent of whom are enrolled full-time, with 66 percent of the total attending in preparation for transfer to a four-year college. The Institute for Extended Learning, an affiliated unit of the Community Colleges of Spokane system, serves approximately 4,279 students
- **Mukogawa Fort Wright Institute (MFWI)** - This extension of the Japanese Mukogawa Women's University is located on 72 acres adjacent to SFCC and utilizes many of the historic structures built for Fort George Wright. According to MFWI, about 400 international students participate in spring and fall sessions, with about 50 attending summer sessions. The majority of students live on campus and rely heavily on transit.
- **River Run PUD** - This development was originally established on 154 acres south of FGW and features mostly single-family homes priced (according to their website)



Figure 1.08 – Major topographic features divide the study area into at least three relatively flat areas - shown here as “A”, including Mukogawa and SFCC; “B”, including most of River Run; and “C”, including the Copper River at Holy Names property and the SNAP headquarters. The Spokane River is close to all areas, though slopes and vegetation limit visual access. (Image: Studio Cascade, Inc.)

from the low \$300,000's to over \$1 million. Typical rent rates for apartments at River Run range between \$570 and \$1,395.

- Life Center Foursquare Church (Life Center) - This facility exists on 29 acres fronting Government Way (formerly part of the River Run PUD) and draws approximately 4,000 people every Sunday for services. The church includes a 78,000 square-foot sanctuary with surface parking for 1,000 vehicles.

Other smaller institutional uses identified in the study area include:

- Spokane Montessori School - located along W. Fremont Road, north of FGW;
- Busy Bodies Early Learning Center - located at the intersection of W. Fremont Road and W. Military Road;
- Spokane Windsong School - located along W. Fremont Road, north of FGW;
- Holy Names Music Center - located near the southern limits of the Mukogawa campus along W. Custer Drive;
- Enterprising Capital Partners - located in the River Run PUD, along W. River Ridge Boulevard;

- Unitarian Universalist Church - located at the northeast corner of Government Way and FGW;
- College Terrace Apartments - located along FGW, just north of the intersection of FGW and River Ridge Boulevard;
- Randolph Arms Apartments - located along Randolph Road near W. Fremont Road; and
- Fort Wright Apartments - located along the southern edge of FGW, near the intersection of FGW and W. River Ridge Boulevard.

Significant housing growth is expected for the study area. In addition to new units at the Catholic Charities site, final phase growth at River Run, and potential housing on the SNAP campus, SFCC plans indicate support for increased rental housing for students and staff to live on or near campus. These suggest conditions are primed for the type of land uses and walkability conditions now missing but envisioned by the City's "Neighborhood Center" designation. While a Neighborhood Center has been designated in the study area with a Centers and Corridors overlay established, a significant proportion of vacant land in the overlay has been developed as multi-family residential with no services or retail uses. Only one



Figure 1.09 – Current conditions favor through-traffic, featuring four travel lanes (no turn lane), little landscaping, no bicycle lanes, sidewalks that abut the curb to the north, and extensive gaps where sidewalks do not exist on the south. Speeding along the corridor is a persistent issue, and just one crosswalk exists along the 1.2-mile stretch within the study area. (Image: Studio Cascade, Inc.)

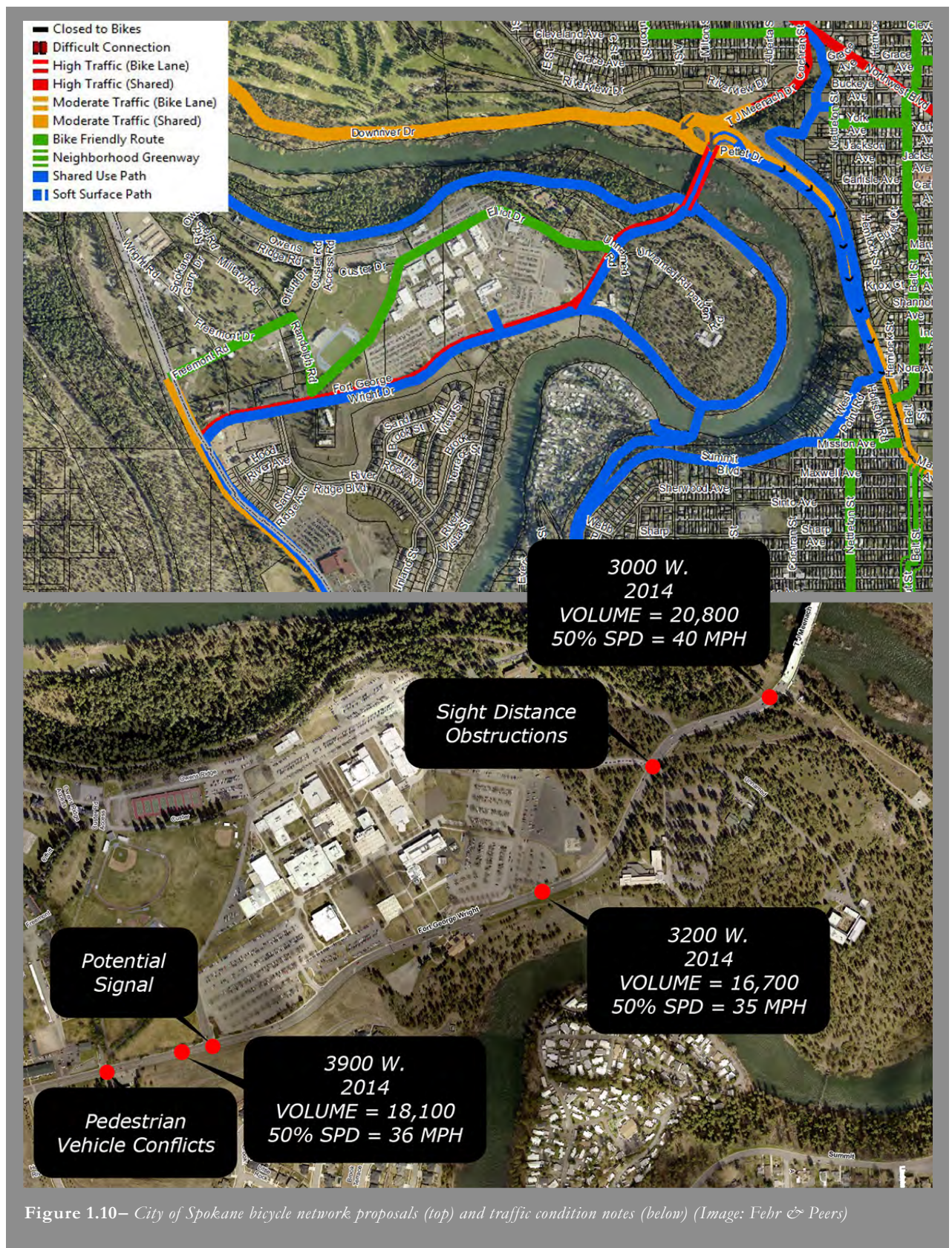


Figure 1.10— City of Spokane bicycle network proposals (top) and traffic condition notes (below) (Image: Fehr & Peers)

parcel currently remains in the designated overlay that could be developed for service and / or retail use.

Topography

The entire study area is located within the Spokane-Rathdrum aquifer recharge zone. City maps show 100 and 500-year flood zones tightly confined along the river. Erodible soils layers involve larger areas along North Elliot Drive west of Government Way, north of Elliot between the SFCC campus and the river, and within the River Run development between North Rim View and North Brook Terrace Streets.

Topographic constraints are evident south of FGW, where there is a ridge and a steep slope away from the road down to the River Run development site. Similarly, steep up-slopes commence within 100 to 400 feet westward from Government Way, limiting development opportunities at or near the intersection of Government Way and FGW.

The natural topography of the land at the River Run site originally sloped gently towards the Spokane River to the east, though mining operations created significantly steeper slopes abutting FGW. The site underwent re-grading before housing development commenced, including considerable fill materials from building demolition elsewhere. Though the study area is essentially a peninsula surrounded by the Spokane River, steep slopes and pine forests along the shoreline and covering the Catholic Charities site tend to limit shoreline views.

Transportation Conditions

Vehicular

Ft. George Wright Boulevard, which bisects the study area, is classified by the City as a "Principal Arterial." Average daily traffic (ADT) counts along FGW range between 16,700 to 18,100 vehicles. It features two travel lanes in either direction with no center turn lane. A May 2014

speed study indicates speeds often range from 37 to 41 miles per hour, despite the posted 35 mph speed limit. Both FGW and Government Way - which frames the western edge of the study area - have horizontal and vertical curvatures resulting in poor sightlines for higher speeds, which decreases motorized and non-motorized public safety.

There is generally no congestion or delays along the FGW corridor, excepting those associated with turning movements onto or from the roadway, or related to bus loading. Issues at the intersection of FGW and West Elliot Drive are especially acute, where many SFCC students experience long delays exiting the campus area. The intersection is non-signalized, and its location along a curve and near the foot of a hillside makes FGW access - particularly left-hand turns into eastbound lanes - difficult and hazardous. A 2010 study commissioned by SFCC offered a range of short-term improvements while noting the eventual need for a traffic signal, a measure also supported by SFCC's Master Plan. Further development, most notably at the Catholic Charities property directly south of this intersection, will amplify these issues.

Other vehicle-related issues noted during this process include motorists avoiding the Government Way / FGW intersection by cutting through the River Run PUD, and general safety concerns at other non-signalized entry points given double-lane, curvature and prevailing speed conditions.

Pedestrian

Infrastructure supporting walking in the study area is, in many ways, lacking. Notable issues include:

- *No sidewalks exist along the southern edge of FGW, excepting the recently-developed block between Government Way and W. River Ridge Boulevard and frontage abutting SFCC's Lodge Building 9;*
- *There is no sidewalk installed along the north edge of FGW between the T.J. Meenach Bridge and W. Elliot Drive;*

- *Sidewalks along the north edge of FGW directly abut the curb without a shoulder or other buffer, forcing pedestrians to walk in close proximity to travel lanes;*
- *Many roads in the area lack sidewalks on both sides, including Elliot Drive / W. Elliot Drive, Custer Drive and Government Way (excepting areas fronting River Run PUD);*
- *Just one crosswalk exists along FGW to aid crossings at Mitchell Drive. It relies on low-visibility transverse markings (surface paint) and is marked on only one side of the intersection (western side). It has been noted that vehicles have, at times, not complied with the crosswalk at this location. Safety issues and general need indicate strong demand exists for additional marked crosswalks and / or additional treatments along FGW including at W. River Ridge Boulevard, Randolph Road, and W. Elliot Drive. Future development along the southern edge of FGW will likely create demand for additional crossings; and*
- *Many pathways leading from SFCC buildings terminate in parking lots, reducing the number of viable access points to FGW from campus.*

Bicycle

Existing facilities in the study area provide poor functionality for bicyclists. FGW - the only means of access to and from the study area - is a four-lane roadway with few accommodations for cyclists. A narrow bike lane exists along the north edge of FGW from Elliot Drive to the Meenach Bridge, but no bicycle facilities are provided that cross the bridge. No other shared or dedicated lanes currently exist along FGW. Government Way includes relatively wide shoulders on each side for cycling, and areas fronting the River Run PUD include a separated non-motorized trail.

As noted earlier, the Centennial Trail passes through the study area from the west landing of the T.J. Meenach Bridge northward along the Spokane River shoreline. A gap in the trail from the Meenach landing to Summit Boulevard at Boone Street (near Kendall Yards) is being addressed through construction of a new segment along Pettet Drive.

The City's draft Bicycle Master Plan Update proposes:

- *Completion of a shared use path along FGW and along Government Way south of the FGW intersection;*
- *Creation of a "Bike Friendly Route" along the full length of Elliot Drive, and along Randolph and Freemont roads,*

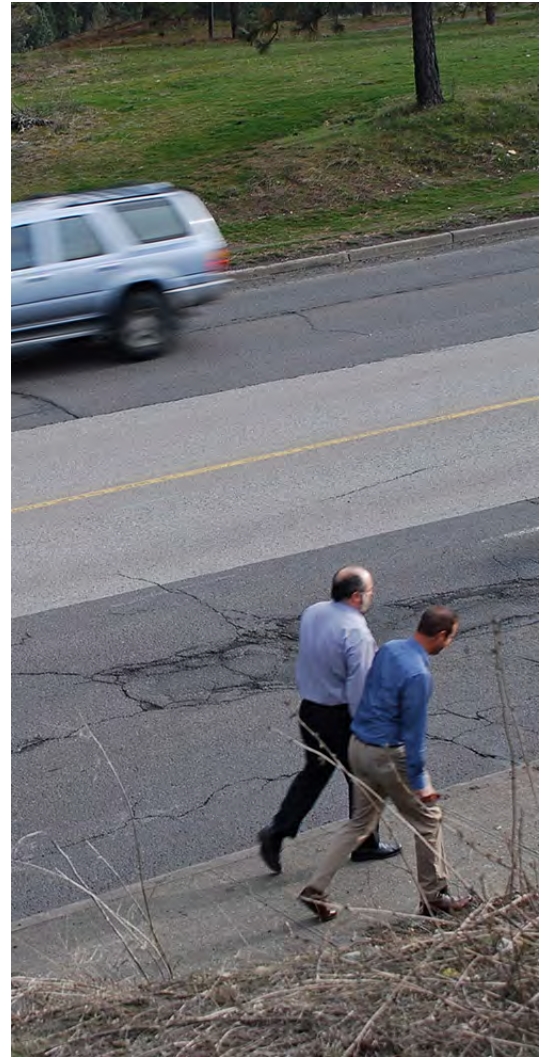


Figure 1.11 – *Narrow sidewalks that abut traffic lanes and large areas with no sidewalks at all hinder walkability in the study area. (Image: Studio Cascade, Inc.)*

providing an alternate east-west route from T.J. Meenach to Government Way; and

- *Extension of a shared-use path along the Spokane River shoreline through the Catholic Charities property, with a future trail bridge crossing the river on the alignment now occupied by an abandoned utility bridge, leading uphill to Summit Boulevard.*

It is important to note that the Draft Bicycle Master Plan Update is currently under development and is not yet approved by the City.

Transit

SFCC is served by two Spokane Transit Authority (STA) bus lines - routes 20 and 33. Route 20 enters the study area from the direction of Government Way and becomes Route 33 within the study area. Route 33 enters the study area from across the T.J. Meenach Bridge to the east and provides access to downtown and Northtown Mall before terminating at the Spokane Community College.

The most heavily-used transit stop in the area is at the intersection of FGW and Mitchell Drive (Route 20). This stop has 398 average daily boardings eastbound and 277 average daily boardings westbound. A bus stop at FGW and Randolph Road sees heavy use by Mukogawa Fort Wright Institute students.

Pedestrian access to bus stops along Fort George Wright Drive is generally difficult. As noted earlier, marked crosswalks are either nonexistent or inadequate at stop locations. Vehicle speeds and sightline characteristics compound hazards. Access to eastbound STA routes by Mukogawa students requires crossing FGW where no crosswalk exists - creating significant dangers for these international students. The crosswalk accessing the bus stop at Mitchell Drive and FGW is signalized, but reports indicate

pedestrians do, at times, neglect to use the signal feature.

As development along FGW continues, traffic counts will likely increase, and opportunities for off-street loading of busses should be explored. The SFCC Master Plan envisions a transit hub providing pull outs on both sides of the campus' main entry near Mitchell Drive.



Station & Corridor Plan

2

Introduction

This corridor and station area plan was created with substantial community input, reflecting the desire for a wide range of transformative improvements. While it began with an investigation locating STA-related needs and exploring the idea of "neighborhood center" uses and features somewhere in the area, it quickly expanded to include recommendations for a corridor re-design, features advancing SFCC's master plan, improved conditions for the build-out for River Run PUD, and features advancing non-motorized mobility.

This chapter lists the goals and objectives of the plan, and summarizes existing City policies that shaped recommendations. Finally, this chapter provides a plan diagram and accompanying table describing recommendations.

This plan is intended as a springboard and guide to development of the FGW station and corridor area. Ideas have been developed at a conceptual level, with research completed regarding basic costs and functionality. Landowners, agencies, neighborhood leaders and others have been engaged and consulted concerning this plan, and on a conceptual level, all support its implementation. Realizing this plan will require additional analysis with



changes and refinements in response to any new findings. Funding must still be secured for implementation of the plan from a variety of known and as-yet unknown sources, both public and private. As with the development of this plan, the transit station itself may catalyze a large array of improvements long-sought by residents and area partners. Many players will be required to implement this plan, and perhaps most critically, a creative approach to leadership will be required - helping coordinate work and investments, and keeping the plan on-track over time.

Plan Objectives

As described in Chapters 1 and 4, development of this plan was initiated for two primary reasons:

- 1) Because the designated "neighborhood center" in the study area was built without related features, the West Hills Neighborhood dedicated planning funds to evaluate the feasibility of, and make recommendations regarding design and location of, such features in the vicinity of SFCC; and
- 2) To aid STA regarding the design, location and preliminary costs of a new transit stop serving SFCC.

Accordingly, plan objectives were led by established City policies regarding neighborhood planning.

Objectives of this plan were also guided by neighborhood input, including participation by SFCC, MFGWI, representatives from the River Run PUD and others. As described in Chapter 4, participants felt the Station & Corridor Plan should recommend improvements that:

- Create a more walkable / bicycle-friendly district;
- Promote increased safety and / or a sense of safety in the area;
- Convey a sense of being in a unique, vital district;
- Support smooth traffic flow;
- Enhance connectivity between uses in the study area;
- Support transit use and transit user needs;



Figure 2.01 – Topography and natural vegetation generally block views of the Spokane River, but this plan calls for sidewalks and development of multiple public view opportunities that do not currently exist along FGW. (Image, Studio Cascade, Inc.)

- Support the addition of neighborhood-scale commercial uses; and
- Promote social interaction, helping create a great place to meet friends and neighbors.

Three differing plan scenarios were developed and reviewed by participants using the above criteria as guidelines. This input led to the development of a fourth, hybrid scheme forming the basis of this plan.

Plan Diagram

Figure 2.05 expresses the bulk of this plan's physical recommendations, locating each spatially and providing concept-level design of features and various uses. Building uses and specific footprints, for instance, are illustrated in ways that serve this plan's goals, but may also be revised in ways that match - or perhaps exceed - these goals. This plan and diagram (Figure 2.05) has been reviewed and refined by participants from the general public, neighborhood residents and leadership, the City of Spokane, SFCC, STA and others, but implementation may require additional detailed revisions. At least one set of actions related to this plan but assumed already underway are not noted on the diagram - namely, traffic "calming" measures being taken by the River Run neighborhood seeking to reduce and slow cut-through traffic on River Ridge Boulevard.

This plan recommends creation of the following:

- An off-street loading area for STA's transit stop. This helps improve passenger, pedestrian and traffic safety; reduces traffic delays; and moves transit services closer to the center of the SFCC campus.
- Creation of a two-way, mini "main street" along the return leg of the transit loop. This provides opportunities for mixed-use and neighborhood-center use patterns; provides needed student and neighborhood services; creates a walkable focal point for SFCC and the West Hills Neighborhood; calms traffic along FGW; and compliments proposed development completing River Run PUD along FGW.
- Installation of pedestrian-activated signals along FGW. These, to be located at Randolph Road and (present) Mitchell Drive crossings, improve pedestrian and transit user crossing safety; and help calm traffic along FGW.



Figure 2.02 – Guided by public input, safety concerns and service needs, this plan seeks an improved balance between vehicular and non-motorized uses, desired land use patterns and an increased sense of "place" and neighborhood identity. (Image, Studio Cascade, Inc.)

- Provision of full traffic signals along FGW. These, to be located at a new intersection at the return leg of the transit loop and FGW ("College Avenue" on the Plan Diagram) and at the intersection of Elliot Drive and FGW east of the SFCC campus, will help calm and smooth traffic flow along the corridor; improve transit egress from the on-campus station; and improve traffic flow and egress safety (especially at Elliot Drive and FGW, where future Copper River at Holy Names housing will compound existing issues).

In addition, this plan recommends the creation of a three-lane roadway profile along FGW (see Figure 2.03 A). This offers multiple benefits serving plan objectives, including:

- Providing space for a center turn lane where it would be beneficial, aiding traffic turning movements and improving safety (reduced need to cross multiple lanes for left-hand turns, improved visibility of oncoming traffic in identifying suitable gaps);
- Providing space for median landscaping where it would be beneficial, improving district aesthetics, pedestrian comfort (shade), pedestrian safety (potential crossing islands), and calming of traffic;
- Reducing the number of potential conflict points at intersections by limiting the amount of cross traffic to one lane in each direction;
- Reducing the potential of sideswipe conflicts associated with weaving traffic typical of four-lane configurations;
- Calming traffic, reducing overall vehicle speeds while ensuring a more consistent travel time along the corridor;
- Providing space for bicycle and pedestrian infrastructure. As shown in Section BB on the Plan Diagram, the three-lane configuration proposed by this plan includes sidewalks along both sides of FGW with street trees and lighting plus dedicated bicycle lanes on each side of FGW;

- Improving walkability and conditions for non-motorized travel, related to new sidewalks and bike lanes - the latter also serving commuter cycling and access to the Centennial Trail; and
- Improving safety for motorists. The Highway Safety Manual estimates that three-lane configurations can reduce crash rates by up to 30 percent, while additional studies have estimated crash reduction rates of between 19 and 47 percent.

A second option envisions a two-lane eastbound / one-lane westbound roadway profile, shown in Figure 2.03 B. This option was evaluated during the traffic analysis phase, and may offer functional benefits for automotive traffic (see "Traffic Analysis" section below). Space for the additional traffic lane removes the bike lanes shown in option A in favor of a shared-use path along the southern right-of-way (ROW).

Both figures (2.03 A and B) are provided for illustration purposes only, depicting approximate configurations using 12' travel lanes (A) and 11' lanes (B) within an assumed 80-foot ROW. Both sections also depict center turn lanes with landscaped medians "ghosted" in to indicate this as an alternating condition.

The Plan Diagram is accompanied by a set of notes and specific recommendations, contained in Table 2.01. This table lists responsible parties most likely to lead and / or collaborate with others on implementation. In many cases, coordination of design features with others noted on the diagram may offer significant benefits, creating greater value for effort and investment. The axial layout of SFCC's master plan, for instance, offers opportunity to shape and enhance the design of STA's transit stop, the proposed traffic circle, the development of the final phase of River Run along FGW, and concepts that may emerge with the "opportunity site" identified by diagram keynote 12.



Figure 2.03 – Two options for FGW were examined for this plan: A preferred three-lane configuration ("A") and a four-lane version ("B"). Both sections depict center turn lanes, with landscaped medians "ghosted" in to indicate alternating conditions. Reconfiguring FGW is seen as a critical step in achieving many key objectives, including a more gracious, welcoming environment for pedestrians and cyclists, smoother traffic flow, and improved safety for all. (Image, Studio Cascade, Inc.)

Traffic Analysis

A preliminary traffic analysis was prepared for this plan that considered both existing and in-process development along FGW, as served by a three-

lane "road diet" design (Alternative A) as well as a four-lane alternative (Alternative B). This analysis was performed using SimTraffic™ software by specialists at the Seattle offices of Fehr & Peers, Inc. (F&P). Baseline data was generated using



Figure 2.04 – *The adoption of this plan is just the beginning, with implementation requiring close coordination among multiple agencies, user groups and community leaders. (Image, Studio Cascade, Inc.)*

on-site traffic counts and incorporated City of Spokane modeling criteria.

Trip generation assumptions used for modeling included:

- Acceptance of projected counts from developer of Copper River at Holy Names housing (former Sisters of the Holy Names property);
- Background annual volume growth rates of 0.75 percent for eastbound traffic and 1.80 percent for westbound traffic;
- Trip generation estimates using Institute of Traffic Engineers (ITE) recommendations for up to 250 new apartments, 100 senior units, 50 townhomes, and 115,000 square feet of commercial;
- Trips generated by envisioned development were removed from background volume traffic counts, as these were already assumed in background volume estimates;
- Trip reduction counts incorporating ITE Main Street internalization rates (from 716 PM peak trips to 580 trips); and
- Divided PM peak hour trips by ins and outs with a 50-50 split.

Trip distribution assumptions used for modeling included:

- An even split between inbound and outbound trips;
- Applied distribution splits assumed in the Copper River at Holy Names assesment (egress trips 60% EB and 40% WB); and
- Trips were balanced, by increasing volumes, to take the most conservative approach.

Design features used for modeling included:

- Alternative A - Transition to three-lane profile approximately 500 feet east of existing Mitchell Drive intersection, continuing west just past River Ridge Boulevard. (per the Plan Diagram);
- Alternative B - Transition to unbalanced four-lane profile approximately 500 feet east of existing Mitchell Drive intersection, continuing west with two eastbound lanes, one two-way left turn lane and one westbound lane;
- Modified intersections/signal configurations as follows:
 - *Pedestrian-activated signal at FGW / Randolph Road;*

Table 2.01 – Notes, Plan Diagram

Keynote No.	Comments	Resp. Parties*	Reference
1 - STA Transit stop (covered)	<ul style="list-style-type: none"> With pullout, three (3) 40' bus capacity Shelter per STA design, coordinated w/SFCC re: specific location, landscaping, signage, lighting, etc. 	STA, SFCC	Appx. A
2 - Bus-only route (one-way)	<ul style="list-style-type: none"> Establish w/curbing, bollards, surface treatments and / or signage One-way route limits as shown, allowing lot access 	STA, SFCC	Appx. A
3 - Landscaped parking	<ul style="list-style-type: none"> Recommend lot-wide landscaping Recommend landscaping to screen lot from street Consider sidewalk buffering, improved lighting along FGW Consider impervious surface reduction strategies 	SFCC, COS	Section BB
4 - Future building	<ul style="list-style-type: none"> Develop conceptual layout, coordinate with SFCC master plan Include site concept in lot design, configuration 	SFCC	
5 - Traffic circle	<ul style="list-style-type: none"> Specific design by SFCC Design allowing 60' articulated bus (maximum) \ Coordinate w/item 15 	SFCC, STA, COS	Appx. A
6 - Future parking	<ul style="list-style-type: none"> Coordinate w/SFCC master plan Coordinate w/building footprint shown, "College Avenue" building needs / amenities Recommend landscaping to screen lot from street Consider sidewalk buffering, improved lighting along FGW Consider impervious surface reduction strategies Consider design providing alternative uses, such as farmers market 	SFCC	Section BB
7 - Pedestrian-activated signal crossing + bus stop	<ul style="list-style-type: none"> Coordinate sidewalk design at southern edge FGW, ensuring ease of access to crossing from River Ridge Boulevard, future development along FGW Coordinate stop location, design w/MFGWI Consider "gateway" features Consider surface material / treatment of crossing 	COS, STA, MFGWI, RR	Appx. A
8 - Access road	<ul style="list-style-type: none"> Con for main vehicular / service access Consider below FGW-grade garages, parking configuration (using slope) Recommend 20' minimum landscaped gap between buildings, (approximately as shown) providing view opportunities Review FGW access (vehicular) Consider limited between-building parking 	COS, RR	
9 - Sidewalk with multiple view opportunities	<ul style="list-style-type: none"> Establish w/landscaping, lighting buffer as shown Recommend 20' minimum landscaped gap between buildings, (approximately as shown) providing view opportunities Extend from River Ridge Boulevard to T.J. Meenach Bridge 	COS, RR, SFCC, CC	Section BB
10 - Signalized intersection	<ul style="list-style-type: none"> Facilitate "College Avenue" development, transit Consider district branding features, ample landscaping Use building placement, design to heighten sense of arrival, district vitality 	COS, STA, SFCC, RR	Appx. A
11 - Potential mini-park, view opportunities	<ul style="list-style-type: none"> Coordinate w/item 12 Consider incorporation of vehicular pass-through Coordinate w/campus axial views, opportunities (item 15) Coordinate w/RR trail, shoreline trail opportunities 	RR, SFCC	
12 - Opportunity site (current parking)	<ul style="list-style-type: none"> Coordinate w/SFCC master plan Consider low to mid-rise multi-purpose building; outdoor dining, view opportunities Coordinate w/item 11 	SFCC, RR	
13 - Pedestrian-activated signal crossing	<ul style="list-style-type: none"> Replaces current traffic signal Consider "gateway" features Consider surface material / treatment of crossing 	SFCC, COS, STA	Appx. A
14 - Campus green (current parking)	<ul style="list-style-type: none"> Per SFCC master plan Creates "front yard" student activity area Consider design providing alternative uses, such as farmers market 		
15 - View / circulation axis (campus master plan)	<ul style="list-style-type: none"> Per SFCC master plan Coordinate w/item 1, 5, 11, 12, 14 		

*Abbreviations: STA = Spokane Transit Authority; SFCC = Spokane Falls Community College (or Community Colleges of Spokane, as my apply); COS = City of Spokane; MFGWI = Mukogawa Fort George Wright Institute; RR - River Run PUD

- *Full signal at FGW / New “Main Street” (approximately where current Elliot Drive accesses FGW);*
- *Conversion of full signal to pedestrian signal at FGW / Mitchell Drive, with removal of vehicle access;*
- *Assumed signal at FGW / Elliott Drive on eastern edge of campus based on proposed Copper River at Holy Names development; and*
- *Access road for development on south-side of FGW, with entrances at Randolph intersection and west of Mitchell Drive (per Plan Diagram);*
- A full signal at FGW / River Ridge Boulevard was tested as an alternative to the pedestrian signal at Randolph Road. This signal generated large delays and the option was not further pursued; and
- FGW / River Ridge Boulevard was assumed as a 3/4 access intersection, denying left turns out of River Ridge Boulevard in favor of a more direct route of W. Sand Ridge Avenue to Government Way.

Results

Traffic operations results were generated for the following scenarios:

- 1) **No change** / existing conditions;
- 2) **Existing + Alternative A** (existing volumes with three-lane profile and proposed land uses);
- 3) **Existing + Alternative B** (existing volumes with four-lane unbalanced profile and proposed land uses);
- 4) **Background** (future background volumes with existing four-lane and only Copper River development);
- 5) **Background + Alternative A** (three-lane profile, envisioned and Copper River land uses plus future background traffic); and
- 6) **Background + Alternative B** (four-lane unbalanced profile, envisioned and Copper

River land uses plus future background traffic).

Highlights of the modeling results include:

- In the **Background + Alternative** (A or B) scenarios, all eastbound and westbound movements on FGW operated at LOS D or better;
- In comparing the **Background** to **Background + Alternative A** scenarios, envisioned uses and the three-lane profile increased vehicular travel times by 45 seconds and 25 seconds in the eastbound and westbound directions respectively;
- In comparing the **Background** to **Background + Alternative B** scenarios, envisioned uses and the unbalanced four-lane profile increased vehicular travel times by seven seconds and nine seconds in the eastbound and westbound directions respectively;
- On average, **Alternative A** added approximately 15 to 40 seconds of vehicular travel time throughout the corridor compared to **Alternative B** (10 to 30 percent); and
- Further refinement of signal timing, intersection configurations and the distribution of project traffic volumes may improve real-world corridor travel times and overall operations for motorized vehicles.

Modeling did not characterize improvements to non-motorized travel over existing conditions. A copy of above-referenced modeling results may be obtained from STA.

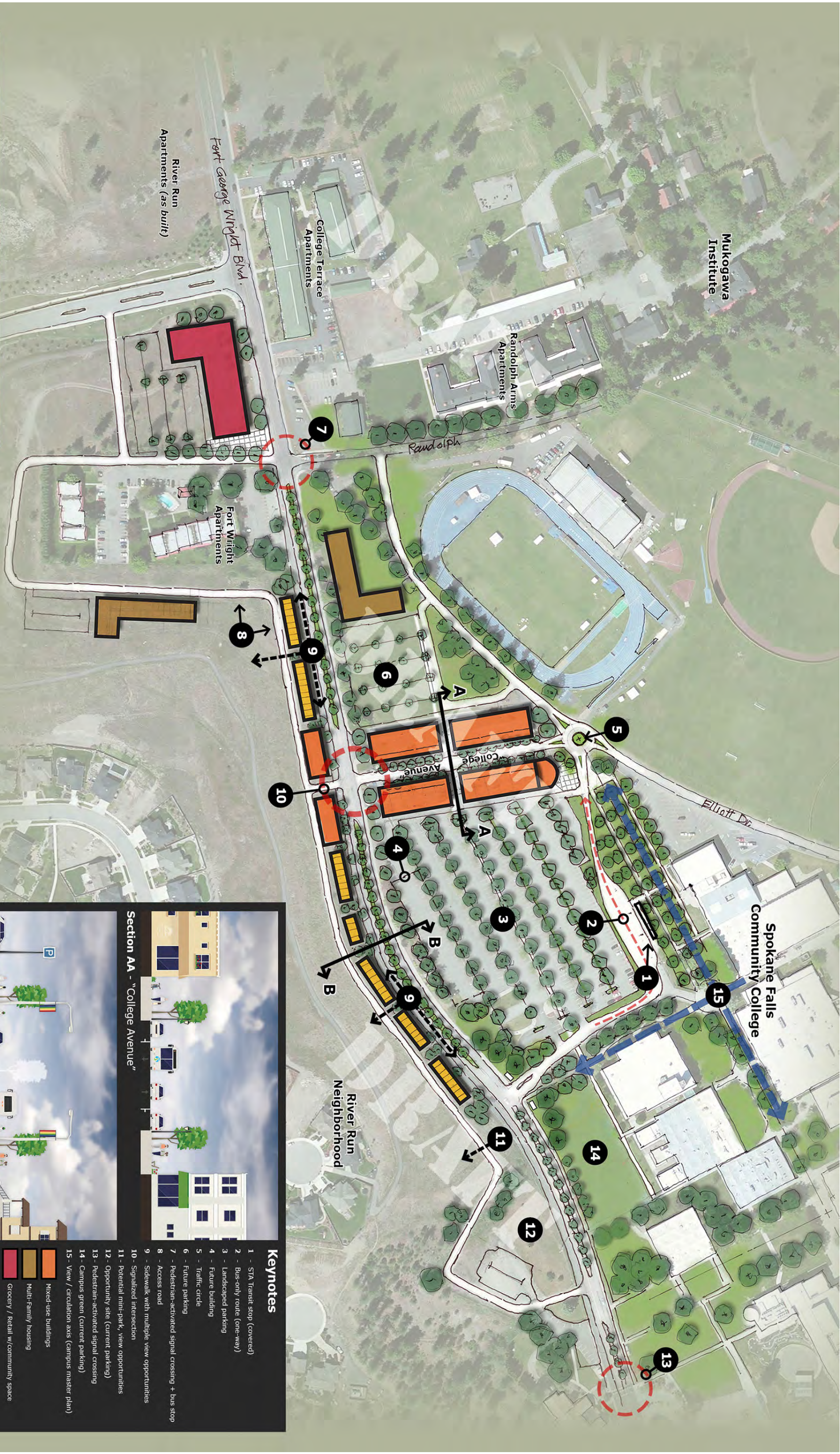
Safety Benefits of Three-lane Profiles

A “road diet”, or the reconfiguration of a traditional four-lane arterial (4L) to a three-lane profile (3L) can provide a number of safety benefits. The Highway Safety Manual estimates that a road diet can reduce the crash rate by up to 30 percent while additional studies have estimated

a crash reduction rate of between 19 and 47 percent. Safety improvements are based on the following:

- 3Ls reduce the number of potential conflict points at intersections by limiting the amount of cross traffic to one lane in each direction;
- 3Ls reduce the potential for left-turn crashes by providing a dedicated turning lane that improves visibility of oncoming traffic and in identifying suitable gaps;
- 3Ls reduce the potential sideswipe conflicts of weaving traffic that occur with 4L roadways;
- 3L can reduce overall vehicle speeds while promoting more consistent travel times through a corridor;
- 3Ls can improve non-motorized safety by reducing the crossing distance at intersections and by reducing overall traffic speeds; and
- The additional right-of-way available by reducing the number of travel lanes allows more space for safe bicycle and pedestrian infrastructure.






Keynotes

- 1 - STA Transit stop (covered)
- 2 - Bus-only route (one-way)
- 3 - Landscaped parking
- 4 - Future building
- 5 - Traffic circle
- 6 - Future parking
- 7 - Pedestrian-activated signal crossing + bus stop
- 8 - Access road
- 9 - Sidewalk with multiple view opportunities
- 10 - Signalized intersection
- 11 - Potential mini-park, view opportunities
- 12 - Opportunity site (current parking)
- 13 - Pedestrian-activated signal crossing
- 14 - Campus green (current parking)
- 15 - View / circulation axis (campus master plan)

Section AA - "College Avenue"

Section BB - Ft. George Wright Drive, 3-lane (preferred)



October 2016



Figure 2.05 – This plan diagram illustrates many of the recommendations for this station and corridor plan. (Image, Studio Cascade, Inc.)

Implementation

3

Introduction

This chapter presents an implementation table developed to aid STA, the City and other critical partners in realizing the vision expressed in this plan. It was developed to provide direction on all critical elements - while at the same time remaining "broad brush" in terms of timing, responsibility and design to allow for the shifts and changes in opportunity that emerge over time.

This information is presented as Table 3.01 on following pages. Individual tasks are organized by topic, including "Land Use," "Streets," "Transit" and "Administrative." Listings are briefly described, and identify likely participants and a rough timeframe simply identified as "Short," "Medium" or "Ongoing." Notes are also provided to help clarify intended roles, scope of task and other important considerations. The table should be understood as an outline - for instance, implementation efforts will include processes overseen by the Plan Commission, though the participant list applies this work to the "City" column. Similarly, ongoing support and advocacy by the West Hills Neighborhood is assumed as coupled with many "City" or "Other" actions.

Table 3.01 – Implementation

Task	Description	Timing	STA	COS	SFCC	Other ¹	Notes
Land Use							
1. Development Design	Ensure development design in study area (River Run, along proposed "College Avenue" and along FGW corridor) conform to FGWSCP objectives	Ongoing	■	■	■	■	City to work actively with RR and SFCC, promoting and shaping development to take advantage of FGW redesign
Streets							
1a. FGW design	Conduct appropriate studies to guide transformation of FGW to preferred configuration, develop design, budget estimates	Short	■	■	■	■	City to lead studies directing design; support from other partners as necessary
1b. FGW funding	Seek funding for FGW reconfiguration, sidewalks, landscaping	Short	■	■	■	■	City to lead, include integration into six-year Capital Improvements Program (CIP); support from other partners as necessary
1c. FGW construction	Final design and construction of reconfigured FGW	Medium	■	■	■	■	City to lead; support from other partners as necessary
2a. Traffic signalization A	Design, funding and installation of traffic signal (as appropriate) at Elliot Drive and FGW near east edge of SFCC campus	Short		■	■	■	City lead on design, funding and installation; support from other partners as necessary
2b. Traffic signalization B	Design, funding and installation of traffic signal (as appropriate) at proposed "College Avenue" and FGW	Medium	■	■	■		STA lead on funding; City lead on design and installation; support from other partners as necessary
3a. Pedestrian signalization A	Design, funding and installation of pedestrian-activated signal at Randolph Road and FGW	Medium		■	■	■	City lead on design, funding and installation; support from other partners as necessary
3b. Pedestrian signalization B	Removal of existing traffic signalization; design, funding and installation of pedestrian-activated signal at Mitchell Drive and FGW	Medium	■	■	■	■	City lead on design, funding and installation; support from other partners as necessary
Transit							
1a. SFCC transit station design	Design of transit station, access drives and required signalization, conforming to FGWSCP	Short	■	■	■		STA lead; support from SFCC, other partners as necessary
1b. SFCC transit station funding	Seek funding for transit station, access drives and required signalization	Short	■		■		STA lead; SFCC support including letters, testimony, grant support, potential property match
1c. SFCC transit station construction	Construction of transit station, access drives and required signalization	Medium	■	■	■		STA lead; support from SFCC, other partners as necessary
2. Transit stops	Design, funding and installation of shelters at existing stops at Randolph Road and FGW	Medium	■			■	STA lead; support from other partners as necessary
Administrative							
1. Memorandum of Understanding (MOU)	Outline responsibilities, roles and initial actions among key implementing partners	Short	■	■	■	■	Include groundwork on conceptual approaches to funding, development opportunities, project coordination
2. Project coordination	Identify and support a project "champion," monitoring and leading coordination of efforts, overall implementation.	Ongoing					Lead, participants TBD
3a. Planning support	As may be necessary, facilitate modifications to Comprehensive Plan and / or zoning code to allow mixed-use center conforming to FGWSCP	Short	■	■	■	■	City (Planning & Development) lead, support from other partners as necessary
3b. Planning support	Incorporate concepts of FGWSCP into SFCC master plan	Medium			■		At time of next update

Abbreviations: STA = Spokane Transit Authority; SFCC = Spokane Falls Community College (or Community Colleges of Spokane, as my apply); COS = City of Spokane; MFGWI = Mukogawa Fort George Wright Institute; RR - River Run PUD; CC = Catholic Charities; FGWSCP = Fort George Wright Station & Corridor Plan 1 = Indicates that partners other than those named will be responsible for, or will participate in implementing the item. These may include RR, MFGWI, unidentified developers, or others as appropriate

4 Approach

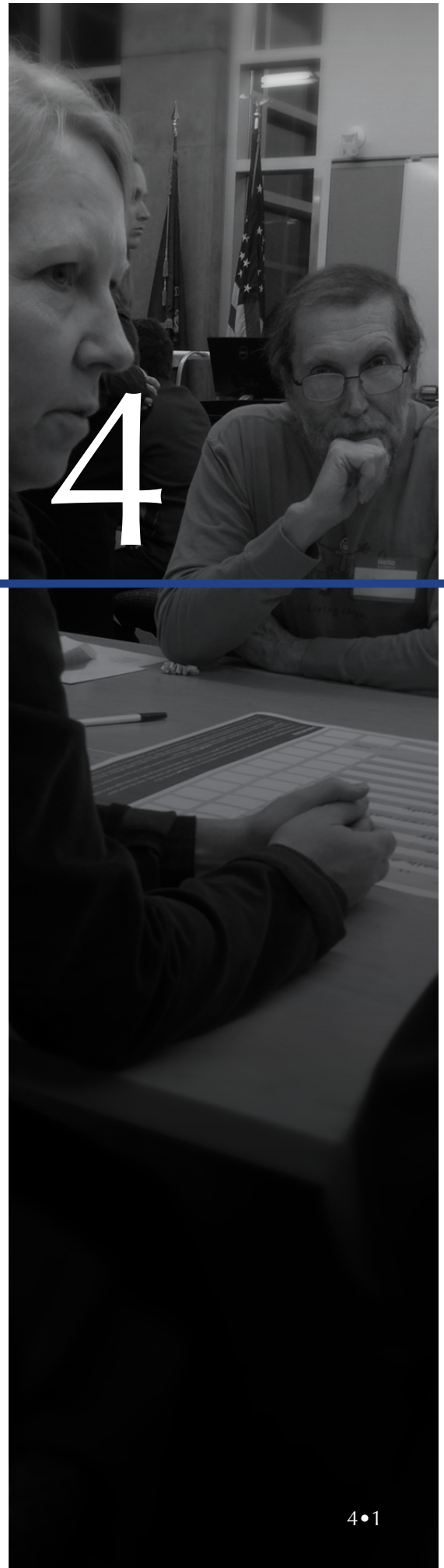
Introduction

This station and corridor plan was developed using a planning process tailored to maximize diverse partnerships - contractual ones between STA, the City of Spokane and the West Hills Neighborhood, but also those with potential partners such as SFCC, local landowners, the Mukogawa Institute and others. Bringing together multiple players, each with varying levels of interest in transit station planning but all with keen interest in the future of the study area created a remarkable synergy, leading to the development of and support for recommendations that reach well beyond a simple transit station.

The process began by establishing a solid understanding of current conditions and trends, developing benchmark goals for the project, working through various alternatives, identifying a preferred direction, and finally creating a framework to execute specific actions to carry the plan forward. For purposes of this document, the process is organized into three sections:

- 1) Assessment;
- 2) Design; and
- 3) Reporting & Implementation.

The assessment phase focused on compiling relevant information regarding the neighborhood, especially plan-related conditions unique to the study area. This



included review of STA's plans, the River Run PUD, Spokane's Comprehensive Plan and Municipal Code, the SFCC master plan, plans for the former Sisters of the Holy Names property, and others. A review of land uses in the area and of the transportation system was another important part of this phase. Stakeholders were identified and interviewed to gain first-hand knowledge regarding the various challenges in the district, and to emphasize the opportunities that collaboration among all parties might bring.

The design phase involved extensive public outreach and engagement of participants to create plan designs and alternatives. This effort included a visioning / kick-off meeting followed by a "storefront studio" workshop series that showcased objectives then invited participants to help create, refine and ultimately choose among a set of design alternatives for the transit station and corridor.

The reporting and implementation phase involved presenting findings to a wide range of stakeholder groups and agency representatives - confirming the preferred scenario in terms of design, character and function. This phase helped consultants and agency partners affirm support and make necessary refinements to the plan in preparation for official adoption of the plan as well as helping agency partners work together to begin implementation.

The following pages detail this process.

Assessment

As identified in the scope of work, this component included an assessment of the entire study area to help gain insight into needs and opportunities. Three memoranda were prepared:

- 1) A land use review, covering area history, existing development patterns, City policy, transit conditions, landowner plans and related considerations. This document also worked to evaluate suitability for a mixed use "neighborhood center" as envisioned in the Comprehensive Plan and by the West Hills Neighborhood;
- 2) A document describing findings from stakeholder interviews conducted to help inventory existing conditions and to begin to guide the goals for the plan; and
- 3) A memo covering existing transportation conditions in the study area and describing known plans and studies related to the transportation system.

The contents of these three documents have been expressed in related sections of this plan.

Stakeholder Interviews

Identified with input from STA, the City and the neighborhood, a total of 12 individuals representing SFCC, the West Hills Neighborhood, City Council, SNAP, River Run, developers for Catholic Charities and the Mukogawa Institute were interviewed. Interviews were generally held at the offices or premises of interviewees between January 6 and March 2, 2016.

Interviews were conducted informally, allowing respondents to express their thoughts on project issues most important to them. All interviewees were briefed on the scope of this corridor plan, including project sponsors and all pre-identified objectives. Interviewers worked to ensure discussions covered basic questions related to project needs, the possibility of a "neighborhood center" as identified in the Comprehensive Plan, existing and envisioned transit needs and traffic patterns.

Stakeholders generally recognized similar conditions. In regards to transportation, it was recognized that development within and near the study area is driving increased traffic along FGW and Government way; that traffic speeds along those two streets often exceed posted limits; that existing land uses have little connectivity - forcing users onto those streets; and that existing conditions warrant at least one additional traffic signal at the eastern intersection of FGW and Elliot Drive. Most agreed that changes needed to be made along FGW to make it more hospitable to pedestrians and cyclists. Landowners described plans or expressed a desire for significant additional housing in the study area, creating additional traffic loads and demand for transit and other services. Most agreed transit service is generally acceptable in terms of scheduling, but lacks amenities such as covered shelters, lighting, approach crossings and sidewalks. Most noted a strong need for local services typical of neighborhood centers, such as coffee shops, convenience stores, restaurants and personal care services - but also noted that topographical constraints and existing land use patterns limit the range of where such features might be placed within the study area.



Figure 4.01 – Development of this plan included extensive outreach and opportunities for public involvement, including a multi-day "storefront studio" held in an area church. (Image: Studio Cascade, Inc.)

Design

Kickoff Meeting

On the evening of January 12 2016 a kick-off meeting was held at SFCC in the Falls Gateway Building. This meeting was attended by approximately 30 people and saw City staff and consultants present the plan's background, scope, and schedule as well as initial findings regarding existing policies and area plans. The meeting included an exercise that asked attendees to consider ten planning topics related to the study area, and then working in small groups:

- Rate how well each topic seems to be addressed and / or performs today;
 - Indicate how well they'd like to see those topics perform in the future;
 - Compare each current and hoped-for future state to identify the "gaps" between conditions, providing numeric representations of how acute each topic might be, helping set goals for the plan; and
- Consider how they'd prioritize or "weight" their choices, assigning numbers representing a conceptual budget of time, energy, and money to each planning topic.

Each of the small groups then presented their findings to the audience, prompting discussion and helping establish consensus regarding plan objectives.

Exercise Results

Feature "gaps" - things participants noted as being most deficient or representing issues in the study area included:

- *Poor conditions for pedestrian and cyclists;*
- *Land use patterns that don't promote or facilitate social interaction;*
- *The lack of an overall sense of safety; and*
- *Poor availability of goods and services in the study area.*

Participants also identified gaps regarding the area's "district" feel, the relative inefficiency of traffic flow, and how disconnected each of the area's major features seem from one another.



Figure 4.02 – The project kick-off meeting attracted a wide array of participants and agency representatives, each helping establish objectives for this plan. (Image: Studio Cascade, Inc.)

Participants felt smaller gaps existed regarding:

- *The needs of bus riders;*
- *Access to natural beauty and recreation; and*
- *How well the area accommodates live / work / study lifestyles.*

Some groups identified other categories needing plan attention including the desire to improve access to the Centennial Trail and to improve wildlife crossings and habitat.

Regarding allocation of resources, participants recognized that many of the topics are interrelated - anticipating that investment in one area might likely promote positive transformation in another. Groups also noted that some topics, while perhaps critical, are or will likely to be addressed with little resource outlay, such as improvements driven by the private sector as guided by City policy. With this in mind, participants prioritized investments among the following areas:

- *The pedestrian and bicycling environment;*
- *Things to improve public safety; and*
- *Features to help establish and solidify a unique “district feel” for the area.*

Participants also expressed support for investing in the area’s connectivity; addressing traffic flow; and improving the bus riding experience.

The groups thought fewer budget resources needed to be dedicated to:

- *Framing the area’s natural beauty and recreational assets;*
- *Improving social interaction;*
- *Improving the live / work / study atmosphere in the area; and*
- *Provision of goods and services.*

Storefront Studio

On March 8, 9 and 10, the consultant team held a set of day-long meetings and workshops open to the public. This series, called a “storefront studio” by organizers, was held in the Unitarian Universalist Church on FGW. Members of the design team, City staff and STA were present each day, giving residents the chance to drop in and learn about the

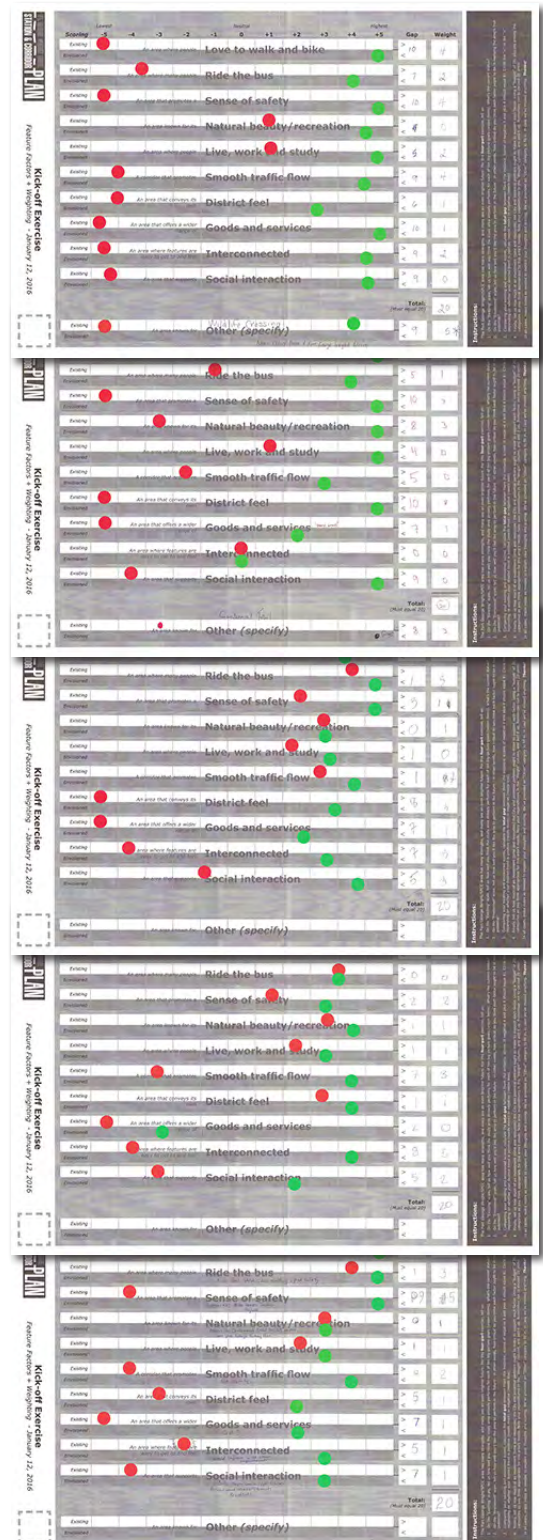


Figure 4.03 – Worksheets from the kick-off meeting helped illustrate “gaps” between qualities seen today (red dots) versus how groups envisioned them in the future (green dots). (Image: Studio Cascade, Inc.)

plan and its key objectives, complete informal questionnaires, and help shape the first draft of the station and corridor plan. Day one centered on open house style activities, with displays, question and answer sessions, and meetings with area representatives. Consultants also toured the site and began work conceptualizing ways plan objectives might be addressed. Day two included all activities from day one, plus exhibits of evolving strategies. A public workshop was held that evening, allowing attendees to review and refine first-generation concepts. Day three provided time for community members to drop by and review strategies and results, add comments or ask questions of the design team. A meeting of key participants in the preferred alternative also took place, helping all parties confirm support for the plan's concepts.

The following describes each of the three plan scenarios developed for the storefront studio:

Scenario One: "Transit In-Line"

This scenario would focus transit services and land use energies along FGW, enhancing existing stops on each side of the corridor. This configuration would support more traditional development patterns - supporting a mini "main street" with low-scale buildings fronting the FGW near Randolph Road. This scenario proposed narrowing FGW to three lanes with a center turn lane, likely beginning near Randolph Road and ending near SFCC's Lodge Building 9 or closer to the intersection of Elliot Drive and FGW.

Advantages of this concept were seen to include:

- *Little to no change to travel time via bus;*
- *Transit stops retained at existing activity nodes; and*
- *Lower investment costs.*

Disadvantages were noted to include:

- *No reduction in walk-time or proximity to SFCC or Mukogawa (MFWI) campuses;*
- *Few improvements to the character of the waiting environment along FGW; and*

- *Fewer opportunities to place stops near new development along FGW.*

Implementation of this scenario was shown to include:

- *Basic safety improvements including adding new signals;*
- *Enhancing transit facilities with bus pull outs, new shelters, signs etc.;*
- *Removing parking and adding green space to enhance the campus' "front door";*
- *Creation of a linear neighborhood center; and*
- *Calming of traffic within the center through street reconfiguration.*

Scenario Two: "Transit Place"

This scenario would pull busses off of FGW near the western edge of SFCC, providing a central drop-off / pick-up location on the SFCC campus and away from FGW travel lanes. This loop would be large enough to provide for development opportunities along a return leg perpendicular to FGW, creating a small "main street" environment for cafés, bookstores, and other types of commercial activities to serve students and neighborhood residents.

Advantages of this concept include:

- *Reduced walk time from the station to SFCC and MFWI campuses;*
- *Enhanced safety for transit riders (reducing the need for students to cross FGW);*
- *Creation of a new node of activity, benefitting SFCC and the West Hills Neighborhood; and*
- *Opportunities for transit signal priority, smoothing bus entry back into FGW traffic flow.*

Disadvantages were noted to include:

- *An (estimated) one to two-minute travel time delay for busses;*
- *Access to center activities would require many users to cross FGW from the south; and*
- *Costs of development, including the loop road, signalization and street reconfiguration.*

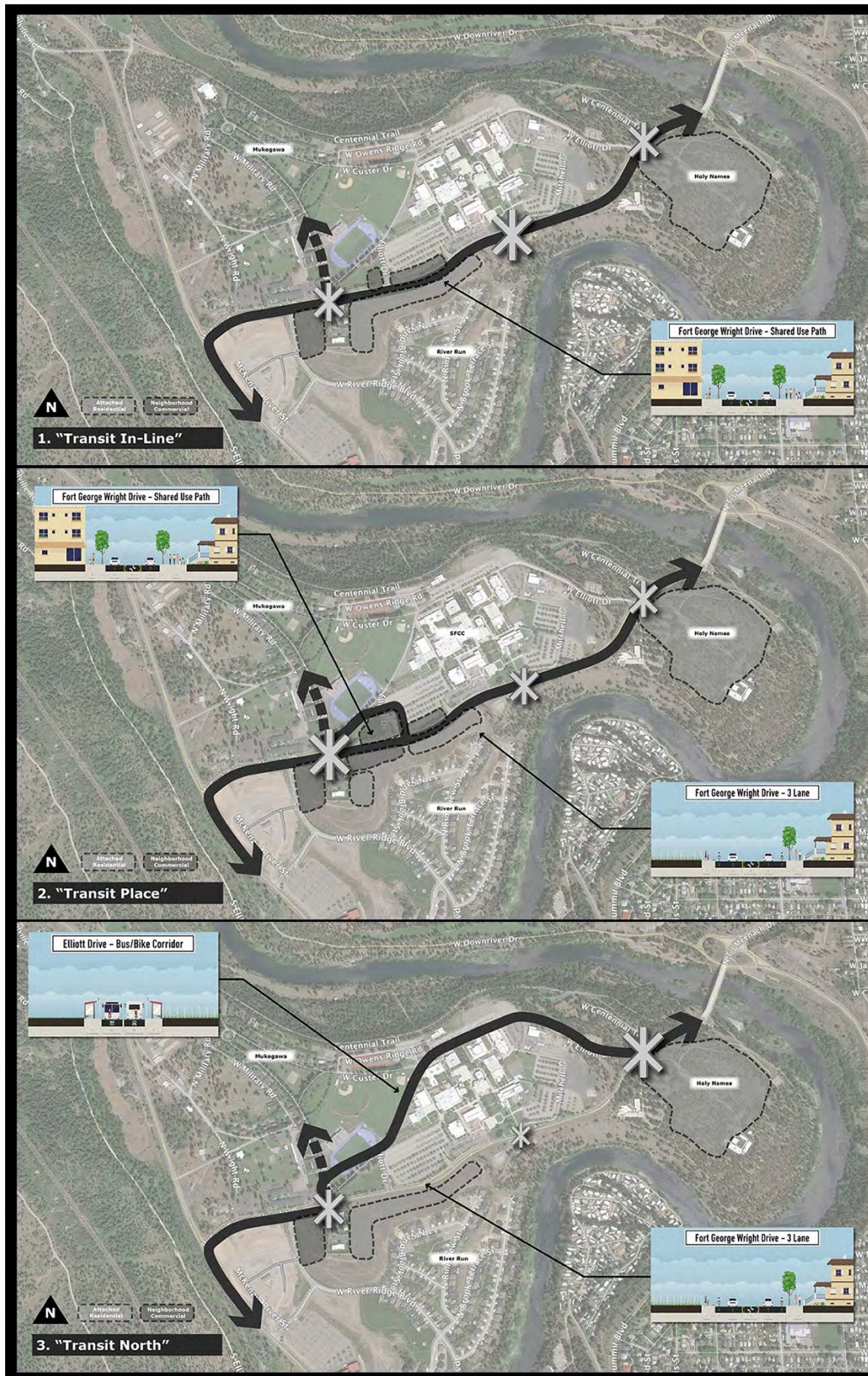


Figure 4.04 – Three alternate schemes were proposed and reviewed by participants, each addressing plan objectives in different ways. (Image: Studio Cascade, Inc.)



Figure 4.05 – *Three alternate schemes were proposed and reviewed by participants, each addressing plan objectives in different ways. (Image: Studio Cascade, Inc.)*

Implementation of this scenario was shown to include:

- *All steps from scenario one;*
- *Creation of a new off-street transit facility and loop road;*
- *Reconfiguration of affected portions of Elliot and Randolph Roads;*
- *Development of buildings supporting mixed use / neighborhood center activities; and*
- *Installation of a traffic signal at the new main street and FGW.*

Scenario Three: “Transit North”

In this scenario, transit would be routed to the north of the SFCC campus along Elliot Drive, pulling bus traffic off of FGW between Elliott and Randolph. This option would move transit riders away from the SFCC campus’ front edge, activating the north side of campus with students, visitors, faculty, and staff who ride the bus. One motive for this scenario involved enhancing the SFCC campus’ connection to the river and to the Centennial Trail, creating a much stronger relationship between SFCC and its natural setting / recreational opportunities.

This alternative presented an opportunity for a safer, quieter transit waiting environment, the potential to re-orient parking away from the north edge of campus to allow for better trail and river access, and removed conflicts between vehicles and buses along FGW in front of the SFCC campus. Disadvantages of this scenario included up to two to four minutes in added travel time and approximately 25 percent additional travel distance from current routing; reducing access to transit for any future development along the southern edge of FGW; and the potential need for additional resources due to the extended travel time.

This scenario’s implementation steps, like the previous two, involved installing basic safety improvements through two new signals at Elliot Drive / FGW and Randolph Road / FGW intersections. Elliot Drive would be re-designed to be mainly transit, and a new transit facility would be created at the north edge of the SFCC campus, where a second “front door” to campus would also be created. A small neighborhood center at Randolph at FGW would be encouraged with housing on the south side of FGW east of Randolph.

Results

From comments and discussions regarding scenarios 1, 2 and 3 came a new, fourth scenario called “Main Street.” This scenario was created by studio participants, landowners and agency staff, and guided by City staff and consultants. This concept, presented in Chapter 2, proposes pulling transit from FGW into the SFCC campus, creating a bus route serving a new off-street station located on the west side of campus. This concept includes retail / mixed-use development opportunities around the new station, new traffic and pedestrian signals at Elliot and Randolph, and central campus green space in place of existing parking. The scenario also involves reconfiguration of FGW to a three lane section (two through-lanes and a center

turn lane) as well as providing a shared-use path on each side of FGW, pedestrian crossings at Randolph Road and Mitchell Drive, and two new signals.

Rollout Meeting

On May 17, a “Plan Recommendation Meeting” was held at the SFCC Student Union Building. This meeting presented the preferred concept developed in the Storefront Studio to community members, who were again invited to review and refine it. A presentation at the beginning of the meeting described the evolution of the various concepts, the resulting preferred scenario, and other features and revisions associated with it.

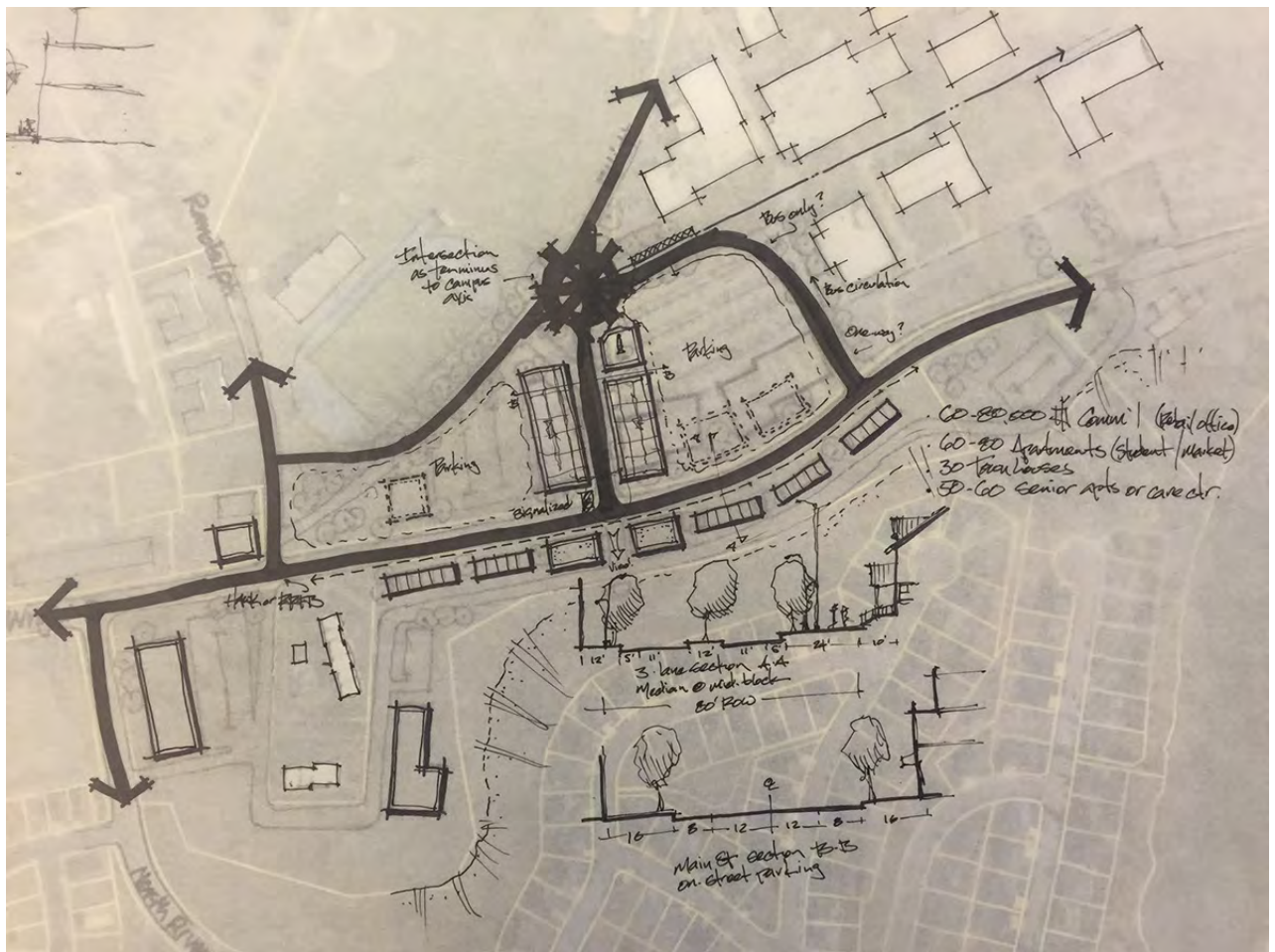


Figure 4.06 – *An early sketch of this plan's preferred alternative, developed at the conclusion of the storefront studio. (Image: Studio Cascade, Inc.)*

Results

Community members and stakeholders offered various concerns and ideas for improvement regarding the preferred scenario. Among these, two main topics emerged for the plan to address:

- 1) **Pedestrian safety** - Participants expressed a desire for protected crossings at many intersections in the study area, including at Elliot Drive (east) and River Ridge Boulevard, and safe pedestrian access from the SFCC "Lodge" building to the nearest STA transit stop; and
- 2) **Provision of services** - Participants welcomed new neighborhood-scale commercial development, especially restaurants and gas stations, but wondered who would lead development.

Concerns were raised regarding the following:

- *Proper management of increased density;*
- *Concerns about traffic were expressed by a few, particularly regarding bus circulation at River Ridge Boulevard and Elliot Drive; and*
- *Potential cut-through traffic on River Ridge Boulevard due to slower traffic speeds on FGW.*

Concerns about parking were expressed by some participants while others felt that parking would resolve itself. Other mentions included:

- *A desire for a farmer's market;*
- *Improved trail connections in the study area;*
- *Maintaining access to views;*
- *The creation of public spaces; and*
- *Inclusion of pedestrian-scaled lighting.*

Reporting & Implementation

In addition to the public outreach and meeting schedule covered in prior sections, STA representatives, City Staff and members of the consulting team made presentations on process and findings to the following groups:

Plan Commission

December 9, 2015 – City planning staff made a presentation to the Plan Commission (PC) regarding citywide neighborhood planning and the West Hills Neighborhood decision to partner with STA on the FGW Station & Corridor Plan. An outline of the plan's scope and objectives was also presented. No input was provided by the PC at that time.

May 9, 2016 – STA and City planning staff made a presentation to the PC regarding the plan's outreach efforts and input to-date, including results captured in the draft plan diagram.

Neighborhood

March 23, 2016 – Following the multi-day storefront studio, STA and City planning staff met with representatives from the West Hills Neighborhood and the River Run PUD to present draft findings, gather input and answer related questions. A majority of those attending offered positive feedback and support for the plan's overall direction.

April 12, 2016 – STA and City planning staff presented the draft plan and plan diagram at the regular West Hills council meeting. Questions were raised regarding views to the south along FGW with completion of River Run PUD housing; regarding the road diet as related to traffic generated by area churches; regarding the need for diverse service offerings in the future build-out of the mixed-use center; on the need for ample lighting along the corridor; regarding a possible bicycle underpass at Elliot (east),

addressing the prospect of bicycles needing to stop mid-hill at the proposed signal location.

Community Colleges of Spokane

April 19, 2016 - STA, City, and consultant planning representatives presented the plan's recommendations to the Community Colleges of Spokane Board of Trustees. The presentation outlined the objectives, process and preferred strategies for the FGW corridor, identifying specifically the implications and opportunities for Spokane Falls Community College. The Board offered enthusiastic support for the plan's envisioned outcomes, including the gradual transformation of the area into the type of district envisioned in the plan.



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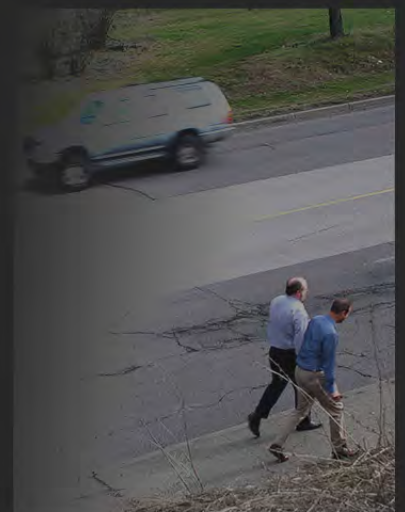
Plan development and leadership partners:



West Hills Neighborhood



**Studio
Cascade**
Community Planning & Design



**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	RES 2016-0100
<u>Renews #</u>	

<u>Submitting Dept</u>	ASSET MANAGEMENT	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	ED LUKAS 625-6286	<u>Project #</u>	
<u>Contact E-Mail</u>	RLUKAS@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	5900 - DRONE AERIAL PHOTOGRAPHY - NORMANDIE COMPLEX		

Agenda Wording

A resolution allowing the use of a drone for aerial photography at the Normandie Complex. Section 01.08.060 of the Spokane Municipal Code requires a city council resolution for any city department utilizing surveillance equipment.

Summary (Background)

The asset management department desires engaging an aerial photography company to produce a video and stills of the Normandie Complex site as part of its marketing effort to support the RFP disposition of the property. Being able to demonstrate the views of the subject property from a 150' elevation may greatly enhance the market appeal and potential of the property.

<u>Fiscal Impact</u>		<u>Budget Account</u>
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	LUKAS, ED	<u>Study Session</u>
<u>Division Director</u>	DUNIVANT, TIMOTHY	<u>Other</u> Finance 12/5/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>
<u>Legal</u>	DALTON, PAT	Engineering Admin
<u>For the Mayor</u>	SANDERS, THERESA	rlukas@spokanecity.org
<u>Additional Approvals</u>		kkeck@spokanecity.org
<u>Purchasing</u>		tdunivant@spokanecity.org

BRIEFING PAPER
Asset Management Department
December 5, 2016

Subject:

Drone aerial photography at Normandie Complex.

Background:

Section 01.08.060 of the Spokane Municipal Code requires a city council resolution for any city department utilizing surveillance equipment.

The asset management department desires engaging an aerial photography company to produce a video and stills of the Normandie Complex site as part of its marketing effort to support the RFP disposition of the property.

Being able to demonstrate the views of the subject property from a 150' elevation may greatly enhance the market appeal and potential of the property.

Impact:

Cost to produce video may be \$0 to a modest amount. One aerial photography company approached by the asset director has indicated he would do it for no cost so long as he can include the footage in his marketing (i.e. website).

Action:

City council approval of attached resolution.

RESOLUTION 2016-0100

WHEREAS, the City desires to sell the former city vehicle maintenance shop on Normandie Street, and

WHEREAS, the current zoning for the site allows for building heights significantly higher than the current building on the site, and

WHEREAS, a photograph from the maximum height allowed by the zoning code would be a potent sales tool and would demonstrate to potential purchasers the potential uses of the property, and

WHEREAS, there are private companies in the Spokane area who use drones to take pictures from different elevations, and

WHEREAS, the City desires to contract with such a company to purchase a photograph taken from a drone, and

WHEREAS, SMC 1.08.060 requires approval by the City Council of any use of a drone by any contractor of the City, and

WHEREAS, it is in the best interests of the City to allow the Asset Management Department to purchase a picture from a private corporation taken from a drone flying over the City site –

NOW, THEREFORE, THE CITY COUNCIL DOES HEREBY RESOLVE

The City Asset Management Department is hereby authorized to contract with a private organization to purchase pictures or take pictures by use of a drone to be used in the marketing for sale of City-owned real estate on Normandie Avenue.

APPROVED BY THE CITY COUNCIL this _____ day of _____,
20____.

Attest: _____
City Clerk

Approved as to form: _____
Assistant City Attorney

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/28/2016
<u>Clerk's File #</u>	RES 2016-0101
<u>Renews #</u>	

<u>Submitting Dept</u>	PLANNING	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	L KEY/M FAGAN 6187/6257	<u>Project #</u>	
<u>Contact E-Mail</u>	LKEY@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	0650 - BEACON HILL DEVELOPMENT AGREEMENT		

Agenda Wording

A Resolution Approving A Development Agreement Between the City and Beacon Hill Spokane, Inc.

Summary (Background)

On December 14, 2005 the City of Spokane Hearing Examiner granted preliminary approval of a plat and planned unit development (PUD) in order to allow subdivision of certain property into 35 lots for multi-family development. The property is located east of Havana Street and north of Longfellow Avenue, formerly known as "the Camel Farm". The project is known as Vistas at Beacon Hill and the preliminary approval was granted a one-year time extension, extending expiration of the preliminary

<u>Fiscal Impact</u>		<u>Budget Account</u>
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	KEY, LISA	<u>Study Session</u>
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u> PED 11/21/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>
<u>Legal</u>	RICHMAN, JAMES	Engineering Admin
<u>For the Mayor</u>	SANDERS, THERESA	jrichman@spokanecity.org
<u>Additional Approvals</u>		mfagan@spokanecity.org
<u>Purchasing</u>		pete@beaconhillevents.com
		sbjordahl@pblaz.biz
		hwaley@spokanecity.org
		sms@witherspoonkelley.com



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

approval until December 14, 2016. The subject property consists of a west facing hillside composed primarily of granite and partially decomposed granite, requiring substantial earthwork to prepare the site for residential development. The initial earth moving required to terrace the rock hillside was undertaken in 2008; however, construction would start and was forced to stop for blasting to occur. Five levels of sewer were installed, as well as water mains and water vaults. Completion of the project has been delayed because of site conditions, market factors and low housing demand. Given the project's size, scope and location, the developer requires additional time to comply with the conditions of the approval and install necessary infrastructure. (continued on additional sheet)

The Project is within a target area for growth and the developer desires to pursue and complete the Project as the market demand has recovered since the Project was approved.

If enacted, the agreement will extend the approval for a period of five years to allow the developer to address the necessary infrastructure improvements. This agreement does not otherwise approve any modifications to the preliminary plat, nor does it alter the conditions of approval for the project. Any proposed modification is still required to be reviewed under the provisions of Spokane Municipal Code (SMC) 17G.080.020(G), and if determined to be substantial modification, as defined therein, would require a new application.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

kfreibott@spokanecity.org

lkey@spokanecity.org

RESOLUTION NO. 2016-1001

A RESOLUTION APPROVING A DEVELOPMENT AGREEMENT BETWEEN THE CITY AND BEACON HILL SPOKANE, INC.

WHEREAS, Beacon Hill Spokane, Inc., a Washington corporation (collectively, the “**Owner**”) owns that certain real property described in the development agreement attached hereto as **Exhibit A** (the “Development Agreement”), which property is located in the City of Spokane, Washington (hereafter the “Property”);

WHEREAS, Owner represents that they are vested with ownership or control over the Property;

WHEREAS, the Property was formerly known as the Camel Farm or the Hillyard Zoo, and was used to raise exotic animals and miniature rodeo stock, with as many as 500 head of livestock living on the Property as well as breeding camels, zebras, four species of ostrich and a variety of other miniature farm animals, all of which needed to be removed before the Property could be developed;

WHEREAS, pursuant to Findings, Conclusions, and Decision dated December 14, 2005, File No. Z2005-68-PP/PUD, the City of Spokane Hearing Examiner granted preliminary approval of a plat and planned unit development (PUD) in order to allow subdivision of the property into 35 lots for multi-family development (the “Project” or “Preliminary Approval”). The Project is known as Vistas at Beacon Hill and the preliminary approval has been granted a one-year time extension, extending expiration of the preliminary approval until December 14, 2016;

WHEREAS, the Property is difficult to develop because of the granite present, topography, location, and other factors including availability of necessary infrastructure;

WHEREAS, completion of the Project has been delayed because site conditions, market factors and low housing demand; however, the Project is within a target area for growth and the Owner desires to pursue and complete the Project as the market demand has recovered since the Project was approved;

WHEREAS, the Project, given its size, scope and location, requires additional time to comply with the conditions of the approval and install necessary infrastructure;

WHEREAS, the City and the Owner desire to enter into this Development Agreement to extend the time frame for the filing of a final plat of Vistas at Beacon Hill as set forth herein;

WHEREAS, Development Agreements are specifically authorized by RCW 36.70B.170 through .210 and Chapter 17A.060 SMC as a proper exercise of the City’s police power;

WHEREAS, the Development is consistent with the requirements of the City's Comprehensive Plan, the City's development standards and land use application procedures, and other applicable development regulations;

NOW, THEREFORE - - it is hereby resolved by the Spokane City Council;

1. The foregoing recitals and the contents of the attached Development Agreement are hereby adopted as the Council's findings in support of this Resolution.
2. The Development Agreement is hereby approved and the Mayor is hereby authorized to execute it on behalf of the City.

ADOPTED by the Spokane City Council this _____ day
of _____, 20____.

City Clerk

Approved as to form:

Assistant City Attorney

Exhibit A

Development Agreement

When recorded return to:
City of Spokane
Attn: Planning Services Department
808 W Spokane Falls Blvd
Spokane, WA 99201

DEVELOPMENT AGREEMENT

This Development Agreement ("Agreement") is entered into by and between the CITY OF SPOKANE, a Washington Municipal Corporation (the "City") and BEACON HILL SPOKANE, Inc., a Washington Corporation (the "Owner"), referred to collectively as "Parties."

RECITALS

A. WHEREAS, Owner owns that certain real property which is located in the Beacon Hill area of Spokane, generally located east of Havana Street and north of Longfellow Avenue, which property is further described in Exhibit "A," attached hereto and incorporated by reference herein (hereafter the "Property");

B. WHEREAS, the Property was formerly known as the Camel Farm or the Hillyard Zoo, and was used to raise exotic animals and miniature rodeo stock, with as many as 500 head of livestock living on the Property as well as breeding camels, zebras, 4 species of ostrich and a variety of other miniature farm animals, all of which needed to be removed before the Property could be developed;

C. WHEREAS, pursuant to Findings, Conclusions, and Decision dated December 14, 2005, File No. Z2005-68-PP/PUD, the City of Spokane Hearing Examiner granted preliminary approval of a plat and planned unit development (PUD) in order to allow subdivision of the property into 35 lots for multi-family development (the "Project" or "Preliminary Approval"). The Project is known as Vistas at Beacon Hill and the preliminary approval has been granted a one-year time extension, extending expiration of the preliminary approval until December 14, 2016;

D. WHEREAS, the Property consists of a west facing hillside composed primarily of granite and partially decomposed granite, requiring substantial earthwork to prepare the site for residential development;

E. WHEREAS, the initial earth moving required to terrace the rock hillside was undertaken in 2008 to facilitate 130 townhome lots; however, construction would start

and was forced to stop for blasting to occur. Five levels of sewer were installed, as well as water mains and water vaults;

F. WHEREAS, the Property is difficult to develop because of the granite present, topography, location, and other factors including availability of necessary infrastructure;

G. WHEREAS, completion of the Project has been delayed because site conditions, market factors and low housing demand; however, the Project is within a target area for growth and the Owner desires to pursue and complete the Project as the market demand has recovered since the Project was approved;

H. WHEREAS, the Project, given its size, scope and location, requires additional time to comply with the conditions of the approval and install necessary infrastructure;

I. WHEREAS, the City and the Owner desire to enter into this Development Agreement to extend the time frame for the filing of a final plat of Vistas at Beacon Hill as set forth herein;

J. WHEREAS, this Agreement will provide increased predictability to both the Owner and the City for the future development of the Property;

K. WHEREAS, the City is a Washington Municipal Corporation with land use planning and permitting authority over all land within its corporate limits and has the authority to enter into Development Agreements pursuant to RCW 36.70B.170(1);

L. WHEREAS, The City has promulgated regulations for Development Agreements in Section 17A.060 of the Spokane Municipal Code (SMC) and this Agreement is prepared in accordance with those provisions; and

NOW, THEREFORE, based on the foregoing Recitals, the Parties agree as follows:

TERMS

1. Development Agreement: This Agreement is a Development Agreement to be implemented in accordance with SMC 17A.060 *et seq* and RCW 36.70B.170 through RCW 36.70B.210. It shall become a contract between the Owner, their successors and assigns, and the City upon the City's approval by ordinance or resolution following a public hearing.
2. Effective Date and Duration of Agreement: This Agreement shall take effect immediately upon its adoption by the City Council and execution by all parties, provided that any time periods specified in this Agreement shall be tolled pending final resolution of any appeal of any city or state or federal land use decisions necessary to commence or complete development on the Property consistent with this Agreement ("Effective Date"). Unless terminated earlier as provided herein, this

Agreement shall remain in effect until amended in writing by the Parties or until December 14, 2021 (hereinafter, "Term").

3. Expiration Date of Project: Unless this Agreement is terminated earlier as provided herein, the expiration date (or the time by which the Owner must submit a final plat and PUD meeting all of the requirements of the Preliminary Approval) of the Project is extended until December 14, 2021. Provided, pursuant to RCW 36.70B.170, the City reserves the right to impose new or different regulations to the extent required by a serious threat to public health and safety.
4. Project Modification. Any proposed modifications to the Project shall be reviewed under the applicable sections of the Spokane Municipal City Code, and certain changes may constitute a substantial change to the Preliminary Approval and may be required to be processed as a new application and vested rights may be impacted.

5. Miscellaneous

6.1 Effect of Delay. In addition to any specific provisions of this Agreement, performance by either party of its obligations hereunder shall be excused during any period of delay caused at any time before termination or expiration of this Agreement by reason of acts of God or civil commotion, riots, strikes, picketing, or other labor disputes, national shortages of materials or supplies, or damage to work in process by reason of fire, floods, earthquake, or other casualties or any other cause beyond the reasonable control of the delaying party. Further, if any City approvals required hereunder shall be unreasonably delayed beyond the normal time period through no fault of Owners or their assigns, the term of this Agreement shall be extended by a period equal to the time of the delay.

6.2 Covenants Run with the Land. During the term of this Agreement, all of the provisions, agreements, rights, powers, standards, terms, covenants and obligations contained in this Agreement shall be binding upon the Parties and their respective heirs, successors (by merger, consolidation, or otherwise) and assigns, devisees, administrators, representatives, lessees, and all other persons acquiring the Property, or any portion thereof, or any interest therein, whether by operation of law or in any manner whatsoever, and shall inure to the benefit of the Parties and their respective heirs, successors (by merger, consolidation or otherwise) and assigns. All of the provisions of this Agreement shall be enforceable as equitable servitudes and constitute covenants running with the land pursuant to applicable law. Each covenant to do or refrain from doing some act on the Property hereunder, (a) is for the benefit of such properties and is a burden upon the Property, (b) runs with the Property, and (c) is binding upon each successive owner during its ownership of Property or any portion thereof, and each person having any interest therein derived in any manner through any owner of the property or any portion thereof, and shall benefit such party and the Property hereunder, and each other person succeeding to an interest in such Property.

6.3 Recordation of Agreement. Owner shall cause this Agreement and any amendment(s) or termination to it to be recorded with the Spokane County Auditor.

6.4 Interpretation and Governing Law. This Agreement and any dispute arising hereunder shall be governed and interpreted in accordance with the laws of the State of Washington. If any portion of the Spokane Municipal Code is deemed to be inconsistent with any provisions of this Agreement, the provisions of this Agreement shall prevail.

6.5 Counterparts. This Agreement may be executed in several counterparts, each of which shall be an original and shall constitute one and the same instrument. All Exhibits hereto are hereby incorporated by specific reference into this Agreement, and their terms are made a part of this Agreement as though fully recited herein.

6.6 Voluntary Agreement. The Parties hereby represent and acknowledge that this Agreement is given and executed voluntarily and is not based upon any representation by any of the Parties to another Party as to the merits, legal liability, or value of any claims of the Parties or any matters related thereto.

6.7 Conflicts. No officer, employee or agent of the City who exercises any function or responsibilities in connection with the authorization, permitting, or approval of the Project, nor any member of the immediate family of any such officer, employee or agent, shall have any personal financial interest, direct or indirect, in this Agreement, either in fact or in appearance. The Owner shall comply with all state conflict of interest laws, statutes and regulations as they shall apply to all Parties and beneficiaries under this Agreement, as well as to officers, employees or agents of the City.

6.8 Authority. The undersigned covenant and represent that they are fully authorized to enter into and to execute this Agreement.

6.9 Termination. This Agreement shall be deemed terminated and of no further effect upon the entry of a final judgment (and the exhaustion of all appeals setting aside such final judgment), voiding this Agreement, if appealed, or on December 14, 2021, whichever occurs first. Upon the termination of this Agreement, no party shall have any further right or obligation hereunder.

6.10 Non-Enforcement not Waiver. Failure by any one of the Parties to enforce this entire Agreement or any provision of it with regard to any provision contained herein shall not be construed as a waiver by that party of any right to do so.

6.11 Appeal. Without limiting any appeal rights, and subject to SMC 17G.060.210, a person with standing, as defined in Washington land use case law, may appeal to the hearing examiner a project permit or project permits issued pursuant to this Agreement by filing with the permit application department a written appeal within fourteen days of the date of the written decision on the project permit.

CITY OF SPOKANE, WASHINGTON

By _____
Title _____

Attest:

Approved as to form:

Clerk

Assistant City Attorney

BEACON HILL, INC.

STATE OF WASHINGTON)
) ss.
County of Spokane)

I certify that I know or have satisfactory evidence that _____ and TERRI L. PFISTER, are the persons who appeared before me and said persons acknowledged that they signed this document, on oath stated that they were authorized to sign it and acknowledged it as the _____ and the City Clerk, respectively, of the CITY OF SPOKANE, a municipal corporation, to be the free and voluntary act of such party for the uses and purposes therein mentioned.

DATED: _____

Notary Public in and for Washington State,
residing at _____

My appointment expires _____

STATE OF WASHINGTON :
: ss.
County of Spokane :

I hereby certify that I know or have satisfactory evidence that, on this _____ day of _____, 20_____, _____ signed this instrument,
(Print name)
on oath state that (she/he/they) is/are authorized to execute the instrument as a _____ of _____
(Position/Title) (Name of entity)
and acknowledge it to be (her/his/their) free and voluntary act of such party for uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year first above written.

Notary Public in and for the State of
Washington, residing at Spokane

My commission expires: _____

STATE OF WASHINGTON :
: ss.
County of Spokane :

I hereby certify that I know or have satisfactory evidence that, on this _____ day of _____, 20_____, _____ signed this instrument,
(Print name)
and acknowledge it to be (her/his/their) free and voluntary act of such party for uses and purposes mentioned in the instrument.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year first above written.

Notary Public in and for the State of
Washington, residing at Spokane

My commission expires: _____

**Agenda Sheet for City Council Meeting of:**

12/12/2016

Date Rec'd

11/29/2016

Clerk's File #

RES 2016-0102

Renews #Submitting Dept

DEVELOPER SERVICES CENTER

Cross Ref #Contact Name/Phone

ELDON BROWN 625-6305

Project #Contact E-Mail

EBROWN@SPOKANECITY.ORG

Bid #Agenda Item Type

Resolutions

Requisition #Agenda Item Name

4700 - DEVELOPER SERVICES - WALL ST - MAIN ST - ALLEY STREET VACATION

Agenda Wording

Resolution setting hearing before the City Council for the vacation of the alley between Main Avenue and Spokane Falls Boulevard - from the east line of Wall Street to the west line of Howard Street requested by owners having an interest in real

Summary (Background)

A petition was submitted representing 100% of the abutting property. Staff requests that City Council set a public hearing on the vacation petition.

Fiscal ImpactBudget Account

Neutral \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

BECKER, KRIS

Study SessionDivision Director

MALLAHAN, JONATHAN

Other

PCED 11/21/16

Finance

KECK, KATHLEEN

Distribution ListLegal

RICHTMAN, JAMES

Engineering Admin

For the Mayor

SANDERS, THERESA

jeliason@spokanecity.org

Additional Approvals

ebrown@spokanecity.org

Purchasing

htrautman@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

estate abutting the above right-of-way. (Riverside Neighborhood Council)

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

RESOLUTION 2016-0102

WHEREAS, on October 20, 2016, the Spokane City Council received a petition for the vacation of the alley between Spokane Falls Boulevard and Main Avenue, from the east line of Wall Street to the west line of Howard Street, in the City of Spokane from owners having an interest in real estate abutting the above right-of-way; and

WHEREAS, it was determined that the petition was signed by the owners of more than two-thirds of the property abutting the alley between Spokane Falls Boulevard and Main Avenue, from the east line of Wall Street to the west line of Howard Street, in the City of Spokane; and

WHEREAS, the City Council desires to set a time and date through this resolution to hold a public hearing on the petition to vacate the above property in the City of Spokane;

NOW, THEREFORE,

The City Council does hereby resolve the following:

That hearing on the petition to vacate alley between Spokane Falls Boulevard and Main Avenue, from the east line of Wall Street to the west line of Howard Street, in the City of Spokane will be held in front of the City Council at 6:00 P.M. or as soon thereafter as possible on January 9, 2017, and the City Clerk of the City of Spokane is instructed to proceed with all proper notice according to State law.

ADOPTED by the Spokane City Council, this _____ day of _____, 2016.

City Clerk

Approved as to form:

Assistant City Attorney

P1606955VACA



Right of Way Description:

**Vacation of the alley between Main Ave and
Spokane Falls Blvd - from the east line of Wall St.
to the west line of Howard St.**

Legend



Vacation Area

THIS IS NOT A LEGAL DOCUMENT.
The information shown on this map is compiled
from various sources and is subject to constant
revision. Information shown on this map should
not be used to determine the location of facilities
in relationship to property lines, section lines,
streets, etc.



DISTRIBUTION LIST
VACATION OF ALLEY BETWEEN MAIN AVENUE AND SPOKANE FALLS
BOULEVARD – FROM THE EAST LINE OF WALL STREET TO THE WEST
LINE OF HOWARD STREET

POLICE DEPARTMENT

ATTN: SGT CHUCK REISENAUER

FIRE DEPARTMENT

ATTN: MEGAN PHILLIPS
MIKE MILLER

CURRENT PLANNING

ATTN: TAMI PALMQUIST
DAVE COMPTON

WATER DEPARTMENT

ATTN: DAN KEGLEY
JAMES SAKAMOTO
ROGER BURCHELL
CHRIS PETERSCHMIDT
HARRY MCLEAN

STREETS

ATTN: MARK SERBOUSEK
MARTHA STEVENSON

TRANSPORTATION OPERATIONS

ATTN: BOB TURNER

PLANNING & DEVELOPMENT

ATTN: ERIK JOHNSON
ELDON BROWN
JOHN SAYWERS

CONSTRUCTION MANAGEMENT

ATTN: KEN BROWN

INTEGRATED CAPITAL MANAGEMENT

ATTN: KATHERINE MILLER

WASTEWATER MANAGEMENT

ATTN: BILL PEACOCK

PARKS & RECREATION DEPARTMENT

ATTN: LEROY EADIE

NEIGHBORHOOD SERVICES

ATTN: JACKIE CARO
JONATHAN MALLAHAN
ROD MINARIK
HEATHER TRAUTMAN

BICYCLE ADVISORY BOARD

ATTN: LOUIS MEULER

SOLID WASTE MANAGEMENT

ATTN: SCOTT WINDSOR

CITY CLERK'S OFFICE

ATTN: JACQUELINE FAUGHT

PUBLIC WORKS

ATTN: SCOTT SIMMONS
MARCIA DAVIS

AVISTA UTILITIES

ATTN: DAVE CHAMBERS
RANDY MYHRE

COMCAST DESIGN & CONSTRUCTION

ATTN: BRYAN RICHARDSON

CENTURY LINK

ATTN: KAREN STODDARD

702, LLC
999 W RIVERSIDE AVE
SPOKANE, WA
99201-1006

DISTRIBUTION LIST
VACATION OF ALLEY BETWEEN MAIN AVENUE AND SPOKANE FALLS
BOULEVARD – FROM THE EAST LINE OF WALL STREET TO THE WEST
LINE OF HOWARD STREET

ROBERTS/BOTZ/SCHOEDEL/ETAL
818 W RIVERSIDE AVE STE 300
SPOKANE, WA
99201-0910

BKWSPOKANE, LLC
5141 N 40TH ST #500
SPOKANE, WA
99201-0674

LINCOLN PLAZA LLC
818 W RIVERSIDE AVE STE 300
SPOKANE, WA
99201-0910

GRANT BUILDING LLC 818 W RIVERSIDE AVE STE 300 SPOKANE, WA 99201-0910

MPL HOLDINGS, LLC
PO BOX 263
KIRKLAND, WA
98034

MZB, LLC 1624 E HERITAGE LN SPOKANE, WA 99208-8509

RIVER PARK SQUARE LLC
999 W RIVERSIDE AVE
SPOKANE, WA
99210

THOMAS A STIRITZ 120 N WALL ST STE 300 SPOKANE, WA 99201

809 LOFTS LLC
999 W RIVERSIDE AVE
SPOKANE, WA
99201-1006

SCOT DAVID L.L.C. PO BOX 6218 SPOKANE, WA 99217

SURE WOULD, LLC / 1953 BOX, LLC
502 W RIVERSIDE AVE STE 103
SPOKANE, WA
99210

WHEATLAND BANK 222 N WALL ST STE 308 MB12 SPOKANE, WA 99201

600 MAIN INC
999 W RIVERSIDE DR
SPOKANE, WA
99201

AVISTA CORPORATION 1411 E MISSION AVE SPOKANE, WA 99252-2600

DISTRIBUTION LIST

VACATION OF ALLEY BETWEEN MAIN AVENUE AND SPOKANE FALLS BOULEVARD – FROM THE EAST LINE OF WALL STREET TO THE WEST LINE OF HOWARD STREET

RIVERSIDE 522, LLC PO BOX 21469 SPOKANE, WA 99201-	SAPPHIRE 50 LLC 516 W RIVERSIDE AVE SPOKANE, WA 99201
JAMES F COTTER 1802 NE LOOP 410 STE 111 SAN ANTONIO, TX 78217	I O O F 1401 N WASHINGTON ST SPOKANE, WA 99201
GLOBAL CREDIT UNION 1520 W 3RD AVE SPOKANE, WA 99202-3200	PARKADE INC 511 W MAIN AVE SPOKANE, WA 99201-0510
FPA CRESCENT ASSOCIATES 433 E LAS COLINAS BLVD STE 300 IRVING, TX 75039-5522	SURE WOULD, LLC 502 W RIVERSIDE AVE STE 103 SPOKANE, WA 99210
WEST 201 NORTH RIVER DRIVE L P 111 N WALL ST SPOKANE, WA 99201-0696	WRAP 601 W MAIN AVE #400 SPOKANE, WA 99201-0674
STG MAIN, LLC 1304 SOUTHPOINT BLVD STE 101 PETALUMA, CA 94954	SPOKANE 73 605 FIRST AVE STE 600 SEATTLE, WA 98104
FPA CRESCENT ASSOCIATES 433 E LAS COLINAS BLVD STE 300 IRVING, TX 75039-5522	JOHN HIEBER JR FAMILY LLC 530 W MAIN AVE #3 SPOKANE, WA 99201

DISTRIBUTION LIST

VACATION OF ALLEY BETWEEN MAIN AVENUE AND SPOKANE FALLS
BOULEVARD – FROM THE EAST LINE OF WALL STREET TO THE WEST
LINE OF HOWARD STREET

BOTZ/SCHOEDEL/ETAL 530 W MAIN AVE FLOOR 3 SPOKANE, WA 99201-0510
JGFH LLC 530 W MAIN #3 SPOKANE, WA 99201
220 INVESTORS, LLC 602 W HOLMBERG LN SPOKANE, WA 99201

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/23/2016
<u>Clerk's File #</u>	RES 2016-0103
<u>Renews #</u>	

<u>Submitting Dept</u>	FIRE	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	BRIAN 7002	<u>Project #</u>	
<u>Contact E-Mail</u>	BSCHAEFFER@SPOKANEFIRE.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Resolutions	<u>Requisition #</u>	
<u>Agenda Item Name</u>	1970 FIRE/ EMS - RESOLUTION DECLARING SURPLUS AND TRANSFERRING UNIT		

Agenda Wording

A resolution declaring a Model 5016, 4500 PSI, RevolveAir Charge Station unit as surplus and authorizing the transfer to Spokane County Fire District 8, as authorized by RCW 39.33.010.

Summary (Background)

The RevolveAir Charge Station was part of the breathing air filling system that was previously on SFD's Rescue Unit. The unit was removed during the replacement of the old compressor with a new one. The unit is no longer needed by the City. Fire District 8 can utilize the unit, therefore the declaration of surplus and transfer to FD 8, another political subdivision, is requested. Transfer is authorized by RCW 39.33.010. Once in service at FD8, it can assist SFD when our Rescue is out of service.

<u>Fiscal Impact</u>		<u>Budget Account</u>
Neutral	\$	#
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	WILLIAMS, BOBBY	<u>Study Session</u>
<u>Division Director</u>	WILLIAMS, BOBBY	<u>Other</u> By email 11-28-2016
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>
<u>Legal</u>	WHALEY, HUNT	bschaeffer@spokanefire.org
<u>For the Mayor</u>	SANDERS, THERESA	bwilliams@spokanefire.org
<u>Additional Approvals</u>		dstockdill@spokanefire.org
<u>Purchasing</u>		korlob@spokanecity.org

RESOLUTION

A RESOLUTION declaring a RevolveAir Charge Station surplus and authorizing its transfer to Spokane County Fire District 8.

WHEREAS, the Spokane Fire Department (SFD) has a Model 5016, 4500 PSI, RevolveAir Charge Station that was taken out of service with the replacement of the new breathing air compressor on SFD's Rescue unit; and

WHEREAS, the unit has served the City well but is no longer needed in the Spokane system; and

WHEREAS, Spokane County Fire District 8 is in the process of building a new Rescue unit and desires to place an air filling station on the apparatus; and

WHEREAS, the surplus RevolveAir unit can be utilized by Fire District 8 and once in service, can provide backup capabilities to SFD should our mobile air system on our Rescue be out of service; and

WHEREAS, RCW 39.33.010 authorizes any municipality to transfer real property to any political subdivision of the State; and

WHEREAS, the value of the RevolveAir unit is less than \$50,000 so public notice and a news release are not needed; -- Now, Therefore,

BE IT RESOLVED by the City Council for the City of Spokane that is hereby declares one Model 5016, 4500 PSI, RevolveAir Charge Station, surplus and authorize its transfer to Spokane County Fire District 8.

ADOPTED BY THE CITY COUNCIL ON _____

City Clerk

Approved as to form:

Assistant City Attorney

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	ORD C35463
<u>Renews #</u>	

<u>Submitting Dept</u>	NEIGHBORHOOD & BUSINESS	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	JONATHAN 625-6734	<u>Project #</u>	
<u>Contact E-Mail</u>	JMALLAHAN@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	First Reading Ordinance	<u>Requisition #</u>	
<u>Agenda Item Name</u>	5200 - AMENDING ORDINANCE FOR SMC 04.31.050		

Agenda Wording

An ordinance relating to the parking and business improvement area, amending SMC sections 04.31.050.

Summary (Background)

Ordinance amending assessment due dates from the 20th of to the 31st of the month, changing the billing cycle from December 20th to December 31st and changing the delinquency interest rate from 1% per month to 12% per annum.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CORTRIGHT, CARLY	<u>Study Session</u>	
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>	Finance 12/5/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE	Engineering Admin	
<u>For the Mayor</u>	SANDERS, THERESA	mpiccolo@spokanecity.org	
<u>Additional Approvals</u>		htrautman@spokanecity.org	
<u>Purchasing</u>		mrichard@downtownspokane.net	
		jmallahan@spokanecity.org	
		kbustos@spokanecity.org	
		ghankal@downtownspokane.net	

ORDINANCE NO. C35463

An ordinance relating to the parking and business improvement area, amending SMC sections 04.31.050.

The City of Spokane does ordain:

Section 1. That SMC section 04.31.050 is amended to read as follows:

4.31.050 Collection of BID Assessments

- A. Special assessments for the BID shall be collected on an annual basis, with payments due on January 31st~~((20th))~~ or the first business day thereafter.
1. A ratepayer may elect to make payment in equal semi-annual installments, the first due on January 31st~~((20th))~~ and the next due on July 31st~~((20th))~~ or the first business day thereafter. For semi-annual payments there shall be added to the assessment ten dollars on each payment to provide for administrative expenses.
- B. A new business or multifamily residential or mixed-used project that locates within the BID after a billing cycle commences shall be exempt from BID assessment for the remainder of that billing cycle, but may make voluntary payments to the City in lieu of any special assessment that otherwise would have been due.
1. A billing cycle is a twelve-month period beginning each December 31st~~((20th))~~.
2. Businesses, multifamily residential and mixed-used projects will not be entitled to BID programs, as identified in SMC 4.31.030, unless they have been assessed pursuant to SMC 4.31.040 or have made a payment in lieu or assessment pursuant to this section.
- C. Within thirty ~~((fifteen))~~ days after the January and July due dates for BID assessments, the city treasurer shall send a late ~~((reminder))~~ notice to all ratepayers with unpaid assessments.
1. ~~((Thirty days after the due date, a))~~ A delinquency charge shall be added in the amount of ten percent of the assessment, not to exceed one hundred dollars.
- a. All assessments shall also bear interest at the rate of twelve ~~((one))~~ percent per annum. ~~((of the amount of the unpaid assessment for each month, or part thereof, of delinquency.))~~

b. Interest, penalties and other fees will be collected on any unpaid balance or portion thereof from the date the account became due.

c. ~~((b-))~~ The city attorney is authorized to bring an action to collect any unpaid assessments in the Spokane County courts as a civil action, or in the discretion of the mayor, refer collection to a collection agency.

Passed by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/30/2016
<u>Clerk's File #</u>	ORD C35464
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	CITY ATTORNEY
<u>Contact Name/Phone</u>	PAT DALTON 6283
<u>Contact E-Mail</u>	PDALTON@SPOKANECITY.ORG
<u>Agenda Item Type</u>	First Reading Ordinance
<u>Agenda Item Name</u>	0500 ORDINANCE

Agenda Wording

An Ordinance amending Chapter 3.01A of the Spokane Municipal Code to change the titles of various City Departments.

Summary (Background)

This Ordinance conforms the titles and responsibilities in the Spokane Municipal Code for various departments to conform with the department head titles as shown in the adopted 2017 Budget.

<u>Fiscal Impact</u>	<u>Budget Account</u>
Neutral \$	#
Select \$	#
Select \$	#
Select \$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	DALTON, PAT	<u>Study Session</u>	
<u>Division Director</u>		<u>Other</u>	
<u>Finance</u>	DUNIVANT, TIMOTHY	<u>Distribution List</u>	
<u>Legal</u>	DALTON, PAT		
<u>For the Mayor</u>	SANDERS, THERESA		
<u>Additional Approvals</u>			
<u>Purchasing</u>			

ORDINANCE NO. C35464

An Ordinance amending Chapter 3.01A of the Spokane Municipal Code to change the titles of various City Departments.

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. SMC 3.01A.260 is amended as follows:

Section 03.01A.260 Finance and Administration

- A. The finance and administration department manages the accounting, budgeting, grants and contracts management, asset management and risk management functions of the City, ((supervises the internal/tax auditor, coordinates debt issuances)) and is responsible for establishing and maintaining sound fiscal management practices throughout the City.
- B. The director of finance and administration department ((chief financial officer)) shall attend all meetings of the city council finance committee, apprise the committee of the activities that he/she is responsible for and provide ~~((to))~~ the committee any information related to these activities that is requested. The ~~((chief financial officer))~~ director of finance and administration shall also present to the committee changes in past practices or procedures or recommended ordinance amendments ~~((that he))~~ deem~~((s))~~ed necessary to maintain or increase the efficiency or effectiveness of the financial services division or the financial operations of the City.
- C. The ~~((chief financial officer))~~ chief financial officer shall coordinate all debt issuances and supervise other Treasury functions of the City. The chief financial officer and/or the director of finance and administration shall regularly communicate to the city council on matters material to the City's financial condition, including quarterly financial ~~((updates))~~ and budget updates.

Section 2. SMC 3.01A.365 is amended as follows:

Section 03.01A.365 Planning and Economic Development

- A. The planning and economic development department is responsible for preparation and maintenance of the comprehensive plan to guide the community's long-term physical, economic and social growth and for other matters of neighborhood and City planning, including regional coordination and urban design. The department supports plan implementation measures using development regulations, capital improvement plans and annexation programs; administers current planning activities such as rezoning, planned unit developments, subdivisions, environmental review, and variances; and reviews development permits for compliance with land use codes.

- B. The department (~~((reviews and approves land use, civil, and building plans, makes zoning interpretations, issues building and occupancy permits and inspects building projects for compliance with building and other construction codes. It also))~~) enforces land use regulations and works with various city, county and state agencies in the regulation of property use requirements. (~~((The “building official” is in the department and oversees all building code interpretations.))~~) The department addresses the community’s business needs and coordinates revitalization programs with an emphasis on sustainable economic growth. The department reviews transportation and traffic planning, street improvement proposals and transportation-related development issues.
- C. Through the administration section, the department serves as staff to the plan commission, design review board and bicycle advisory board.
- D. Any applicant offered the position of director of planning and economic development services for the City of Spokane shall meet or exceed the following qualifications at the time the offer of employment is made:
1. bachelors or masters degree in urban planning, public administration or a related field;
 2. American Institute of Certified Planners (AICP) certification;
 3. minimum of eight years of progressively responsible planning experience;
 4. minimum of four years of experience in a supervisory capacity, including significant experience managing complex projects and management experience related to long-range planning or land use planning;
 5. demonstrated responsibility for budgets exceeding one million dollars;
 6. demonstrated substantial coursework in land use and urban planning principles;
 7. demonstrated knowledge of federal, state and local laws and regulations as they apply to urban planning, particularly with regard to of the State of Washington’s Growth Management Act;
 8. demonstrated record of implementing projects consistent with a comprehensive plan or other adopted plans;
 9. demonstrated knowledge of real estate terminology, laws, practices, principles, and regulations;
 10. demonstrated knowledge of basic environmental function and values;
 11. demonstrated skills in oral and written communication to individuals and groups in a public setting; and
 12. demonstrated ability to work across departments and disciplines.

Equivalent combination of education and experience may substitute for the requirements 3-10.

- E. The planning and economic development director shall be appointed by the mayor, with approval by a majority of the city council, pursuant to section 24 ((A)) of the city charter.

Section 3. SMC 3.01A.500 is amended as follows:

Section 03.01A.500 ((Utilities)) Public Works

The ((utilities)) public works department manages the City's public utilities including water, wastewater, and solid waste operations and infrastructure, as well as ((overseeing)) the City's vehicle fleet, ((and)) integrated capital management, ((program and coordinates with the)) street and engineering departments.

Section 4. SMC 3.01A.245 is amended as follows:

Section 03.01A.245 ((Community and Neighborhood)) Neighborhood and Business Services

The department of ((community and neighborhood)) neighborhood and business services provides support and direction for the City's community-oriented departments. This support is accomplished through ensuring effective expenditure of local, state and federal funds to benefit low and middle income citizens; providing direct services to improve quality of life; sharing information and providing opportunities for citizens to be engaged in the city government decision making process; and ensuring the highest standards of customer service for City department's interactions with citizens.

Section 5. SMC 3.01A.210 is amended as follows:

Section 03.01A.210 Division Departments

The following departments shall be considered as division departments:

- A. ~~((business and developer services))~~
- B. A. city attorney
- C. B. ((community and neighborhood)) neighborhood and business services
- D. C. finance and administration
- E. D. fire
- F. E. parks and recreation

~~G.F.~~ police

~~H.G. ((utilities))~~ public works

Passed the City Council _____, 2016.

Council President

Attest: _____
City Clerk

Approved as to form:

Assistant City Attorney

Mayor

Date



Agenda Sheet for City Council Meeting of:

12/12/2016

<u>Date Rec'd</u>	11/29/2016
<u>Clerk's File #</u>	OPR 2016-0943
<u>Renews #</u>	
<u>Cross Ref #</u>	RES 2016-0091
<u>Project #</u>	2010034
<u>Bid #</u>	
<u>Requisition #</u>	

<u>Submitting Dept</u>	NEIGHBORHOOD & BUSINESS SERVICES
<u>Contact Name/Phone</u>	JONATHAN MALLAHAN 625-6734
<u>Contact E-Mail</u>	JMALLAHAN@SPOKANECITY.ORG
<u>Agenda Item Type</u>	Report Item
<u>Agenda Item Name</u>	5200 - BID MANAGEMENT PLAN

Agenda Wording

2017 Downtown Business Improvement District (BID) Management Plan

Summary (Background)

The 2017 Management Plan serves as a roadmap for the BID for 2017. The Plan provides an overview of the BID and describes the marketing, operations, transportation, business development and planning development functions to be provided. In addition to providing an overview of the objectives and actions, it discusses the resources requirements and budget for 2017

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CORTRIGHT, CARLY	<u>Study Session</u>	
<u>Division Director</u>	CORTRIGHT, CARLY	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE	Engineering Admin	
<u>For the Mayor</u>	SANDERS, THERESA	mpiccolo@spokanecity.org	
<u>Additional Approvals</u>		htrautman@spokanecity.org	
<u>Purchasing</u>		mrichard@downtownspokane.net	
		jmallahan@spokanecity.org	
		ghankal@downtownspokane.net	
		kbustos@spokanecity.org	

BUSINESS IMPROVEMENT DISTRICT MANAGEMENT PLAN



Prepared by the
Downtown Spokane Partnership

2017

ADMINISTRATION

DOWNTOWN BUSINESS IMPROVEMENT DISTRICT (BID)

The Spokane City Council created the downtown Business Improvement District (BID) in July 1995 and reauthorized it in 2001 at the request of the area's business and property owners. The BID is authorized by Washington State law to aid general economic development and neighborhood revitalization. The current City Ordinance for the BID will sunset on December 31, 2021.

Comprising approximately 80 blocks of the Central Business District, the BID boundaries are Maple to Browne, and the Railroad Viaduct to North River Drive. More than 850 business owners and 350 property parcels are contained within the area.

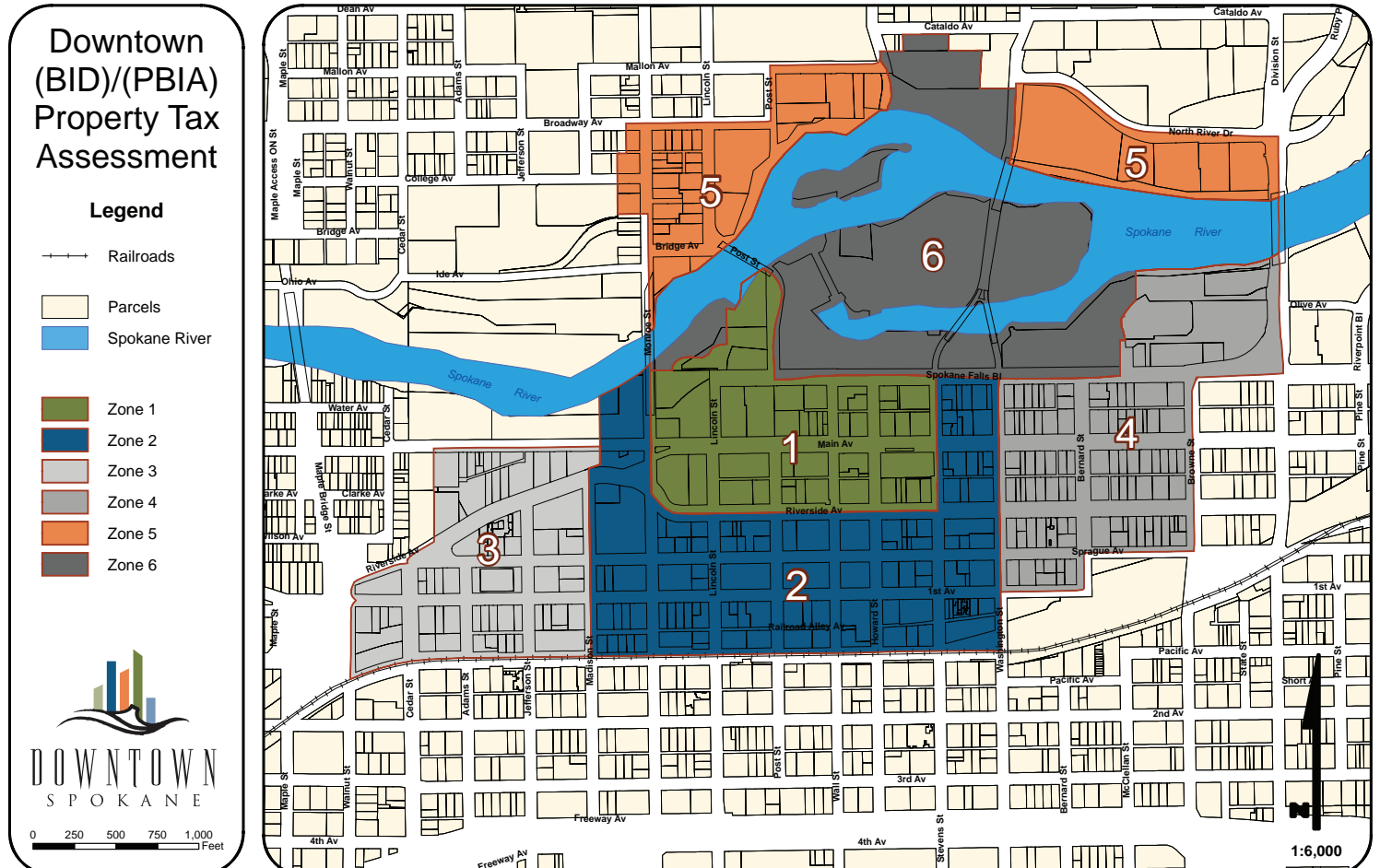
The Ratepayer Advisory Board (RAB) represents the interests of Ratepayers by establishing operating procedures, developing budgets, advising the City regarding assessments, monitoring service delivery and planning for the future of the BID in an advisory capacity. Furthermore, it is the responsibility of the RAB to review all assessment issues and recommend appropriate resolutions.

RAB positions are designated by geography, business, and property type to ensure that the BID's interests are well represented and

served. The RAB meets monthly to discuss budget, management, and program delivery issues on behalf of the BID Ratepayers. The RAB guides the day-to-day function of the BID service delivery.

The BID programs of clean, safe, parking and promoting positive experiences have been fundamental since 1995, stabilizing Downtown Spokane and stimulating new investment. The BID encourages investment by providing the revenue and influence to keep our commercial streets clean, safe, and economically vibrant.

BID Ratepayers continue to value BID services and endorse the current program allocations. The BID will continue to enhance the streetscape, while carefully considering new opportunities including, but not limited to, expansion of the BID boundaries, emphasis on downtown safety and hospitality, parking management, beautification services, wayfinding, encouraging activation of public spaces, and housing and business development opportunities. The BID is sensitive to the needs of all Ratepayers and careful to select additional services to meet the changing demands of an evolving downtown.



CITY OF SPOKANE

DOWNTOWN SPOKANE PARTNERSHIP (DSP)

[Downtown Spokane Development Association 501 (c) 6 DBA DSP Private Non-profit Membership Organization]

DSP is contracted by the City of Spokane to manage the BID (1995-2021)

The Downtown Spokane Partnership (DSP) is hired by the City of Spokane to administer the BID. Under this agreement, the DSP provides planning efforts for Downtown, and oversees the implementation of downtown enhanced public services. The DSP Board of Directors sets the strategic agenda, guides and manages the revitalization program, and administers various implementation entities.

DSP BOARD OF DIRECTORS

DSP President

DSP Membership

DSP Staff

PARKING AND BUSINESS IMPROVEMENT DISTRICT (BID)

Funding Mechanism for Enhanced Services

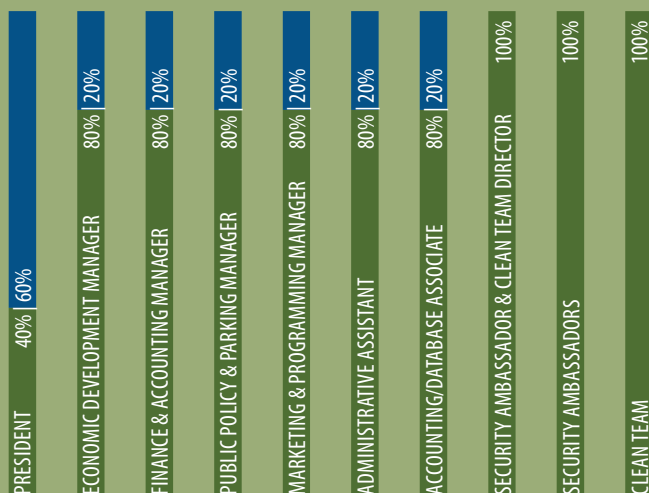
[Authorized by Washington RCW 35.87A & Spokane SMC 04.31]

BID RATEPAYER ADVISORY BOARD

Directed by DSP President as the BID Program Administrator. The BID Board Advises, Recommends and Monitors Budget & Services.

STAFF ALLOCATION

■ BID ■ DSP



DSP ORGANIZATION MANAGEMENT and ADMINISTRATION

The DSP assigns staff resources based on annual business plan requirements to maximize an effective resource mix between the DSP and BID. The graph to the left represents the percentage of time allocated to BID or DSP activities for each staff resource.

FOCUSED MANAGEMENT

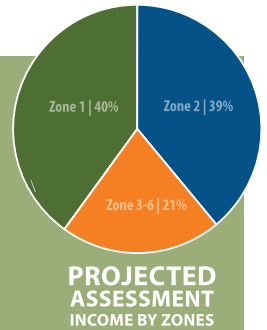
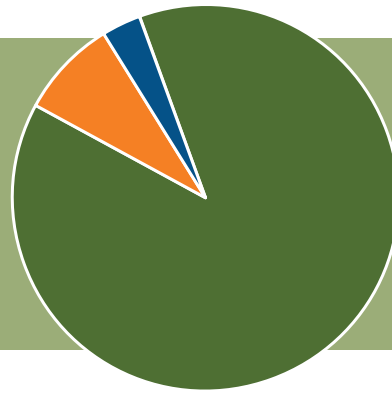
DSP staff provide focused management to oversee tasks listed in the City BID contract, including:

- Staff Management and Development
- Board Support and Relations
- Contract Management
- City Relations
- Business Recruitment and Retention
- Adoption of Annual Budget and BID Management Plan
- Implementation of an Annual Staff Work Plan

2017 BUDGET

INCOME SUMMARY

Projected Assessment Income	\$1,075,802	88.48%
City Services Contract	\$100,000	8.23%
Earned Income	\$40,000	3.29%
TOTAL INCOME	\$1,215,802	

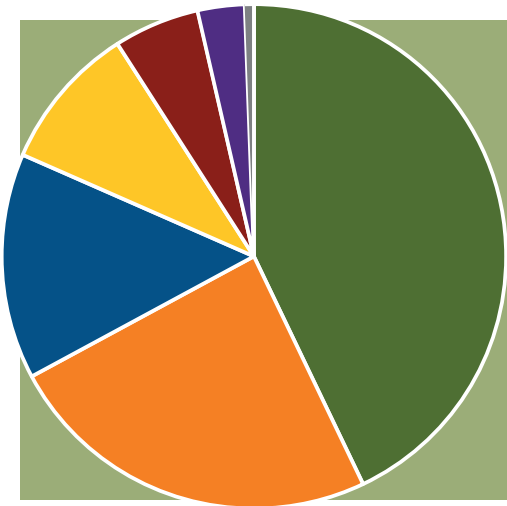


INCOME SUMMARY

The BID is funded by \$100,000/year from the City of Spokane and approximately \$1,115,802, in private investment, including Ratepayer assessments, business contributions to parking validation, event sponsorships, and other private contributions. The funds from the City exclusively support a portion of the Clean Team and the Security Ambassador programs. Assessment income is relatively static, with an average growth rate over the past 8 years of 3%. Major influences are property values, new construction and occupancy. Assessment rates for preexisting categories have not been increased since the formation of the BID, however, a housing category was added in 2005.

EXPENSE SUMMARY

Common Area Services	\$586,000	42.89%
Marketing Communications & Events	\$330,957	24.22%
BID Administration	\$197,856	14.48%
Operations & Transportation	\$127,500	9.33%
Business Development	\$75,000	5.49%
Planning & Development	\$41,000	3.00%
City Administrative Fee	\$8,000	0.59%
TOTAL EXPENSES	\$1,366,313	



EXPENSE SUMMARY

BID programs focus on key areas that make downtown a desirable location for businesses, residents, shoppers, and visitors. The Ratepayer Advisory Board (RAB) establishes a draft budget for how the money is spent and allocations are reviewed annually by the DSP and BID boards prior to being submitted to the City Council for approval. Similar to other BIDs across the country, programs focus on clean, safe, marketing, growth, and transportation.

Budget tightening in 2016 brought ongoing expenses within anticipated revenues. The 2017 budget reflects the recommendation of the RAB and the DSP Boards to deploy resources to one-time priority investments in order to make

significant headway toward achieving priority goals of downtown safety and economic development. Investments will utilize funds from the built-up undedicated fund balance without impacting the three-month operating risk reserve of \$270,000.

Proposals with regards to assessment rate changes (including minimums, maximums, exemptions, and increases) are subject to approval by City Council per RCW 35.87A.

ASSESSMENTS

1. Assessments are based upon gross leasable space (including storage) except where noted.
2. Assessments are based upon six "benefit zones," each of which pays a different level of assessment based upon the services it receives.
3. Hotels and motels will be assessed for both property and tenancy at one rate per number of rooms.
4. Public parks will be assessed for both property and tenancy at one rate per number of acres.
5. Square footage will be combined for office or retail tenants occupying multiple spaces in one building.
6. No historic tax credit or other exemptions that would decrease the assessed value of land or improvements will be used to calculate the annual property assessment.
7. If multiple activities or uses are undertaken in a single business space, the predominant activity or usage shall determine the business classification. The predominant usage is that use which has the greatest proportional square footage of a building compared to other uses.
8. A minimum assessment of ninety dollars (\$90.00)

will be applied to every business or property parcel within the boundaries.

BILLING

1. Assessments are annually billed in December for the following year, with a January due date. If a Ratepayer elects to pay the assessment in two installments there will be a \$10.00 rebill fee.
2. A pro-rated assessment is available to tenant Ratepayers upon request.
 - The pro-rated assessment shall be based on a full month, i.e. if a Ratepayer leaves the BID March 15 they will be invoiced for three full months.
 - A pro-rated assessment shall be available only to tenant Ratepayers who move out of the BID.
3. When a tenant moves within the BID, that tenant will be responsible for the assessment based on their previous location until the change is made for the next year's assessment roll.

EXEMPTIONS

1. Property owners recognized by the State of Washington as Religious, charitable, or social welfare non-profit organizations.
2. Businesses recognized by the State of Washington

as non-profit organizations.

3. Governmental agencies exempt from taxation pursuant to State and Federal law;
4. Concessionaires at public events.
5. Vendors or entertainers in the district streets and parks.
6. Theaters which principally present live performances and not video or film shows.
7. Businesses conducting business in the district less than 30 days per year.
8. Emergency City services such as fire, police, and medical care.

DISPUTES

The majority of assessment questions are quickly resolved by the Downtown Spokane Partnership office. If a satisfactory conclusion is not reached, a Ratepayer aggrieved by the amount of an assessment or delinquency charge shall request, within sixty (60) days of the assessment or charge, a hearing before the Ratepayer Advisory Board. An Assessment Resolution Policy, which fully outlines the appeal process, is available from the Downtown Spokane Partnership office.

TENANT ASSESSMENT FORMULA

All tenant assessments are based upon square footage of space per lease, except where noted. There is an annual minimum assessment of \$90.00 per tenant.

PROPERTY ASSESSMENT FORMULA

Property owner assessments are based upon current values for land plus improvements, no exemptions, and are calculated at a rate per \$1,000 of total assessed value. Each property, including its tenants, shall be assessed under both the tenant and property owner formulas. There is an annual minimum assessment of \$90.00 per property parcel.

TYPE OF TENANT	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6*
Retail Tenants						
Ground floor and skywalk	\$0.22	\$0.12	\$0.10	\$0.10	\$0.10	-0-
Office Tenants						
Ground floor and skywalk	\$0.12	\$0.11	\$0.09	\$0.09	\$0.09	-0-
Office and Retail Tenants						
Upper floors and basement	\$0.09	\$0.08	\$0.07	\$0.07	\$0.07	-0-
Manufacturing Tenants						
Outside a C-1 zoning district	\$0.09	\$0.08	\$0.07	\$0.07	\$0.07	-0-
Within a C-1 zoning district	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	-0-
Commercial Parking						
Per space assessment	\$3.00	\$2.50	\$2.00	\$2.00	\$2.00	-0-
Commercial Theaters						
Per seat assessment	\$2.50	\$1.90	\$1.60	\$1.60	\$1.60	-0-
Apartments						
Per unit assessment	\$4.00	\$3.50	\$3.00	\$3.00	\$3.00	-0-
Combined Tenant/Owner						
Hotels and Motels (per room assessment)	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	-0-

TYPE OF OWNER	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6*
Private Property	\$1.10	\$1.10	\$0.70	\$0.70	\$0.70	-0-
Government	\$0.80	\$0.80	\$0.60	\$0.60	\$0.60	-0-
Non-Profit	\$0.60	\$0.60	\$0.40	\$0.40	\$0.40	-0-
Residential/Condos	\$0.60	\$0.60	\$0.40	\$0.40	\$0.40	-0-
Public Facilities District	\$0.31	\$0.31	\$0.31	\$0.31	\$0.31	-0-

*GOVERNMENT PARK PROPERTY ASSESSMENT FORMULA
 TYPE Zone 6
 Public Parks \$150.00 per acre





YOUR BID

CREATE A UNIQUE AND POSITIVE DOWNTOWN EXPERIENCE

Improve safety and feeling of safety

- Request increase in police resources
- Develop a youth outreach/engagement strategy to reduce the frequency of aggressive/threatening behavior
- Partner with Spokane Police Department (SPD) in delivering safety environment training for property owners and managers throughout downtown
- Continue advancing SPD neighborhood policing strategies
- Improve effectiveness of Ambassador and Clean Team programs
- Educate the community on initiatives and outcomes

Reduce crime and nuisance activity

- Drive and support initiatives coming from Mayors Task Force
- Engage with SPD leadership, City, service providers and School District to implement on a comprehensive strategy toward reducing crime and nuisance behaviors
- Connect individuals in need with services
- Partner with stakeholders to launch employment services program for panhandlers
- Expand decorative lighting and complete replacement of railroad underpass lighting with LED lights

Expand BID services

- Explore the potential for contract or service related structure for identified business or property owners outside the current boundary
- Pursue requests for pocket expansion into interested properties

Enhance the downtown experience through activation

- Sustain, improve and expand programming opportunities
- Work with property owners to create space activation plans
- Increase collaboration between downtown event organizations
- Hire temporary/seasonal event/space programming staff

Improve parking perceptions and address long term deficiencies

- Design communication strategy to address parking perceptions and challenges
- Implement City parking add-back program
- Develop strategy for funding public parking structures where gaps exist

Coordinate and launch downtown beautification

- Continue management of Parking Advisory Committee (PAC) to provide City with stakeholder driven strategies for leveraging parking revenues into downtown
- Provide PAC input on build-out of entryway improvements at Lincoln and Maple off-ramps
- Execute Phase 1 of intuitive downtown wayfinding signage system
- Work with Ratepayers, City and Spokane Transit Authority (STA) to develop additional revenue streams for making critical repairs and aesthetic improvements with priority along the Central City Line route
- Finalize neighborhood planning efforts in E/W Main and West End, promote the outcomes and build support for LID or similar funding tool in the West End
- Develop blight plan for public/private improvements at Otis and Ridpath
- Partner with Spokane Regional Health District, Fox and others on urban forestry and cultural trail grant initiative

AT WORK

SERVE AS A CATALYST FOR ECONOMIC DEVELOPMENT

Encourage infill development

- Work with the City to find financing to support storefront improvement grants, demolition/waste removal grants, and alternative transportation incentives

Support the brokerage community in the recruitment of retail, housing and commercial office uses

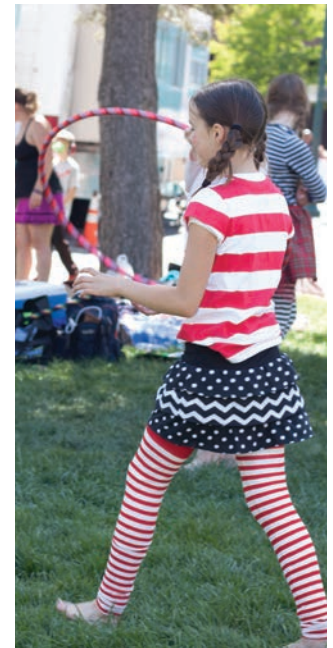
- Collaborate with Visit Spokane, Greater Spokane Incorporated and others on a regional marketing plan and strategies
- Produce video showcasing downtown market and investments
- Execute low cost communication strategies to reach prospective commercial, housing and retail investors
- Continued support for Creative Enterprise, startup businesses and the local business community

Enhance delivery of services to existing business

- Create a downtown development guide
- Acquire and implement Buxton integrated data-driven software system with community partners
- Research value of launching downtown purchasing rewards program
- Create a robust, web based portal for enhanced Ratepayer services

Planning

- Work with City to launch 10 year Downtown Plan update process



SUPPORT CAPITAL PROJECTS AND INFRASTRUCTURE THAT DRIVE ECONOMIC DEVELOPMENT

Support development of a multipurpose SportsPlex facility on North bank of Riverfront Park

Support and provide downtown input into build-out of Riverfront Park renovations

- Continue gathering board, Member, and Ratepayer input on park redevelopment
- Complete participation in design review committee

Manage communications on behalf of businesses regarding public works projects

- Continue and refine communications management initiative

Support advancement of STA Central City Line and related transit improvements

- Facilitate stakeholder input to ensure project meets future needs of downtown

ENHANCE ORGANIZATIONAL STRENGTH

Strengthen relationships with partners, Ratepayers and Members

- Sustain and enhance networking opportunities for Ratepayers and Members
- Continue regional collaboration meetings

Enhance community awareness and organizational visibility of services and programs

- Continue cultivating relationships with local media to leverage opportunities
- Leverage Ratepayer and Member communications to broaden our reach
- Increase email contact list

Increase revenues to sustain and expand on the reach and effectiveness of the organization

- Pursue grant and alternative revenue opportunities
- Increased program underwriting
- Explore major annual fundraising event

Update technology to better reach and serve organizational audiences

- Strengthen data collection to improve our access to and communications with Ratepayers, property owners and to facilitate economic investment
- Launch updated database
- Complete redesign of website

Enhance internal financial analysis structure and reporting

- Monthly Budget vs Actuals P&L analysis
- Improvement of analysis structure for a more accurate forecasting and cash flow
- Implement dashboard reporting to provide Boards with high level overview of financials



**DOWNTOWN
SPOKANE
PARTNERSHIP**

**BUSINESS
IMPROVEMENT
DISTRICT**

**10 N Post Street, #400
Spokane, WA 99201**

**509.456.0580
downtownspokane.org**



**DOWNTOWN
SPOKANE**

**Agenda Sheet for City Council Meeting of:**

12/12/2016

<u>Date Rec'd</u>	11/28/2016
<u>Clerk's File #</u>	ORD C35465
<u>Renews #</u>	

<u>Submitting Dept</u>	NEIGHBORHOOD & BUSINESS	<u>Cross Ref #</u>	RES 2016-0091
<u>Contact Name/Phone</u>	JONATHAN 625-6734	<u>Project #</u>	2010034
<u>Contact E-Mail</u>	JMALLAHAN@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Final Reading Ordinance	<u>Requisition #</u>	
<u>Agenda Item Name</u>	5200 - ORDINANCE APPROVING 2017 BID ASSESSMENTS		

Agenda Wording

An ordinance approving and confirming the 2017 assessments and assessment roll for the Downtown Parking and Business Improvement Area (Business Improvement District - BID), prepared under Ordinance No. C-32923, as amended.

Summary (Background)

The City Council approved Resolution No. 2016-0091, which gave notice that the City Council would hold a public hearing on the 2017 Assessment Roll for the BID. The Assessment Roll reflecting the assessments levied upon businesses and properties located within the BID is on file in the Office of the City Clerk. These assessments provide funding for the programs to be delivered through the PBIA (BID) under Ordinance No. C-32923, as amended.

<u>Fiscal Impact</u>		<u>Budget Account</u>	
Neutral	\$	#	
Select	\$	#	
Select	\$	#	
Select	\$	#	
<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CORTRIGHT, CARLY	<u>Study Session</u>	
<u>Division Director</u>	MALLAHAN, JONATHAN	<u>Other</u>	Finance 12/5/16
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	PICCOLO, MIKE	Engineering Admin	
<u>For the Mayor</u>	SANDERS, THERESA	mpiccolo@spokanecity.org	
<u>Additional Approvals</u>		htrautman@spokanecity.org	
<u>Purchasing</u>		mrichard@downtownspokane.net	
		jmallahan@spokanecity.org	
		ghankal@downtownspokane.net	
		kbustos@spokanecity.org	

ORDINANCE NO. C35465

AN ORDINANCE APPROVING AND CONFIRMING THE 2017 ASSESSMENTS AND ASSESSMENT ROLL FOR THE DOWNTOWN SPOKANE PARKING AND BUSINESS IMPROVEMENT AREA, PREPARED UNDER ORDINANCE C-32923, AS AMENDED.

WHEREAS, the Spokane City Council on November 14, 2016 passed Resolution 2016-0091, which provided notice and set a date for hearing on the assessments to be levied under the above identified ordinance; and

WHEREAS, the assessment rolls have been on file in the Office of the City Clerk for public review and inspection; and

WHEREAS, the City Council, through this ordinance, intends to levy assessments in the Downtown Business Improvement District to provide programs and services which will specifically benefit the businesses and properties in the District.

THE CITY OF SPOKANE DOES ORDAIN:

Section 1. The 2017 assessments and the assessment roll of the Downtown Spokane Parking and Business Improvement Area, established under Ordinance C-32923, as amended, are hereby approved and confirmed. The assessments and assessment roll are attached hereto, available in the Office of the City Clerk, City Treasurer.

Section 2. Each of the businesses, as described in RCW 35.87A.020, lots, tracts and parcels of land and other property, including improvements thereon, multi-family residential, mixed-use projects (as described in RCW 35.87A.020(3), hotels, motels, government property, and parking lots available to the public where a fee is charged to park, shown upon said rolls are hereby declared to be specially benefited by the programs authorized in Ordinance C-32923, as amended, in at least the amount levied against the same. The method of assessment is based upon the Special Assessment Formula in Exhibit A.

Section 3. Pursuant to SMC 4.31.100, the projects, programs, activities and budget for the 2017 Downtown Spokane Parking and Business Improvement Area as presented to the City Council are hereby approved.

Section 4. The City Clerk is hereby directed to certify and transmit the assessment rolls to the City Treasurer for collection, pursuant to City Ordinance and state law.

Section 5. That the assessments shown on the roll on file in the Office of the City Clerk may be paid in two installments, with the first half of the assessment due and payable on the 31st day of January, 2017, and the second half of the assessment due and payable on the 31st day of July, 2017. Prior to the due date, ratepayers shall be sent a bill stating the amount of the assessment due and payable. If the assessment is not paid within thirty

(30) days after its due date, a delinquency charge shall be added in the amount of ten percent (10%) of the assessment, not to exceed one hundred dollars (\$100.00) in addition to the processing fee. All unpaid assessments, or part thereof, shall also bear interest at the rate of twelve percent (12%) per annum. The City Treasurer or his designee shall send a late notice thirty days after each assessment is due assessing appropriate interest, penalty and fees. Interest, penalties and other fees will be collected on any unpaid balance or portion thereof from the date the account became due. If an assessment is paid in two installments, a ten-dollar (\$10.00) processing fee shall be added to each assessment.

Any ratepayer, aggrieved by the amount of an assessment or delinquency charge, shall request, within sixty (60) days of the assessment or charge, a meeting and/or hearing before the Ratepayer Board, and, if not satisfied with the decision of the Ratepayer Board, appeal within ten (10) days from the date of the decision, the matter de novo, to the City's Hearing Examiner, in the manner provided for in the City's Municipal Code. Failure to request a hearing shall result in a waiver of the right to challenge the assessment.

Section 6. This Ordinance shall take effect and be in full force from and after the date of its passage.

Passed by the City Council on _____, 2016.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

**DOWNTOWN SPOKANE
BUSINESS IMPROVEMENT DISTRICT
Special Assessment Matrix**

TENANT ASSESSMENT FORMULA

All tenant assessments are based upon square footage of space per lease except where noted. *There is an annual minimum assessment of \$90.00 per tenant.*

<u>Type of Tenant</u>	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>	<u>Zone 5</u>	<u>Zone 6*</u>
Retail Tenants	\$0.22	\$0.12	\$0.10	\$0.10	\$0.10	-0-
-Ground floor and skywalk						
Office Tenants	\$0.12	\$0.11	\$0.09	\$0.09	\$0.09	-0-
-Ground floor and skywalk						
Office and Retail Tenants	\$0.09	\$0.08	\$0.07	\$0.07	\$0.07	-0-
-Upper floors and basement						
Manufacturing Tenants						
-outside a C-1 zoning district	\$0.09	\$0.08	\$0.07	\$0.07	\$0.07	-0-
-within a C-1 zoning district	\$0.03	\$0.03	\$0.03	\$0.03	\$0.03	-0-
Commercial Parking	\$3.00	\$2.50	\$2.00	\$2.00	\$2.00	-0-
-per space assessment						
Commercial Theaters	\$2.50	\$1.90	\$1.60	\$1.60	\$1.60	-0-
-per seat assessment						
Apartments	\$4.00	\$3.50	\$3.00	\$3.00	\$3.00	-0-
-per unit assessment						

<u>Combined Tenant/Owner</u>	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>	<u>Zone 5</u>	<u>Zone 6</u>
Hotels and Motels	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00	-0-

PROPERTY OWNER ASSESSMENT FORMULA

<u>Type of Owner</u>	<u>Zone 1</u>	<u>Zone 2</u>	<u>Zone 3</u>	<u>Zone 4</u>	<u>Zone 5</u>	<u>Zone 6</u>
Private Property	\$1.10	\$1.10	\$0.70	\$0.70	\$0.70	-0-
Government	\$0.80	\$0.80	\$0.60	\$0.60	\$0.60	-0-
Non-Profit	\$0.60	\$0.60	\$0.40	\$0.40	\$0.40	-0-
Residential/Condominiums	\$0.60	\$0.60	\$0.40	\$0.40	\$0.40	-0-
Public Facilities District	\$0.31	\$0.31	\$0.31	\$0.31	\$0.31	-0-

Property owner assessments are based upon current values for land plus improvements, no exemptions, and are calculated at a rate per \$1,000 of total assessed value. Each property including its tenants shall be assessed under both the tenant and property owner formulas.

There is an annual minimum assessment of \$90.00 per property parcel.

GOVERNMENT PARK PROPERTY ASSESSMENT FORMULA

<u>Type</u>	<u>Zone 6*</u>
Public parks	\$150.00 per acre

ASSESSMENT GUIDELINES

City Ordinance C-33781 passed December 12, 2005 amending Ordinance C-33418 passed May 3, 2004 amending Ordinance C-32923 enacted by City Council on November 12, 2001 provides for the levy of special assessments upon businesses and properties within the area designated as the Downtown Business Improvement District (BID). The Ratepayer Advisory Board of Directors submits to City Council an annual BID Management Plan including a proposed budget and special assessment matrix. In early December, City Council holds a public hearing to hear all protests and receives evidence for or against the proposed action.

The following guidelines are provided as a supplement to the assessment matrix:

- Assessment rates are annual and are based upon gross leasable space (including storage) except where noted. If a ratepayer elects to pay the assessment in two installments there will be a \$10.00 service charge levied.
- A pro-rated assessment shall be available to tenant ratepayers upon request.
 - The pro-rated assessment shall be based on a full month, i.e. If a ratepayer leaves the district March 15th they will be invoiced for three full months.
 - A pro-rated assessment shall be available only to tenant ratepayers who move out of the district. When a tenant moves within the district, that tenant will be responsible for the assessment based on their previous location until the change is made for the next year's assessment roll.
- Assessments are based upon six "benefit zones", each of which pays a different level of assessment based upon the services it receives.
- A minimum assessment of \$90.00 is levied for each tenant and/or property parcel.
- The following will be exempt from assessment: Organizations and property owners recognized by the State of Washington as Charitable Organizations; businesses recognized by the State of Washington as Non-Profit organizations; Governmental agencies exempt from taxation pursuant to State and Federal law, Vendors and Concessionaires, theaters which principally present live performances, organizations conducting business in the BID less than 30 days per year, or as per Section 5A4 as amended.
- No historic tax credit or other exemptions that would decrease the assessed value of land or improvements will be used to calculate the annual property assessment.
- The Downtown Spokane Partnership office should be contacted immediately to discuss any situations not covered in the above guidelines.
- Manufacturing businesses should have their businesses classified, and assessments applied, consistent with other uses in the District. Business classifications (i.e., office/manufacturing) should not be prorated for a single business operation. Per Section 4, Part E, "if multiple activities or uses are undertaken in a single business space, the predominant activity or usage shall determine the business classification.: The predominant usage is that use that has the greatest proportional square footage of a building compared to other uses.

DISPUTES

The majority of assessment questions are quickly resolved by the billing agency or the Downtown Spokane Partnership office. If a satisfactory conclusion is not reached, a ratepayer aggrieved by the amount of an assessment or delinquency charge, shall request, **within sixty (60) days of the assessment or charge**, a hearing before the Ratepayer Advisory Board. An Assessment Resolution Policy, which fully outlines the appeal process, is available from the Downtown Spokane Partnership office.

SPECIAL ASSESSMENTS

The City of Spokane will levy a special assessment on each business, organization, building and a property within the area by applying an assessment rate according to the current assessment formula approved by City Council.

Tenant Exemptions

1. Concessionaires at public events.
2. Vendors or entertainers in the district streets and parks.
3. Theaters which principally present live performances and not video or film shows.
4. Businesses in the district less than 30 days per year.
5. Businesses incorporated as a non-profit organization.
6. Emergency City services such as fire, police and medical care.

Property Owner Exemptions

1. Religious, charitable or social welfare non-profit organizations.

Assessment Rate Increases

Proposals with regards to assessment rate changes (including minimums, maximums, exemptions and increases) are all subject to approval by City Council per RCW 35.87A.

It is anticipated that subsequent increases of the assessments will be based on the increase, if any, of the Consumer Price Index (CPI) of the U.S. City Average for all urban Consumers. The percentage increase in the assessment formula shall be computed as follows:

$$\frac{(\text{Ending CPI} - \text{Beginning CPI})}{\text{Beginning CPI}} \times 100 = \text{Percentage of Increase}$$

Assessment Policies

1. Hotels and motels will be assessed for both property and tenancy at one rate per number of rooms.
2. Public parks will be assessed for both property and tenancy at one rate per number of acres.
3. A minimum assessment of ninety dollars (\$90.00) will be applied to every business or property parcel within the boundaries.
4. Square footage will be combined for office or retail tenants occupying multiple spaces in one building.

Downtown Improvement District

Land Assessment Roll - By Assessment



Zone	Block	Business Name		Property Address		Actual	Difference
		Parcel Nbr	Description	Units	Assessment		
2	43	601 W RIVERSIDE LLC 35184.2620	Private Property	601 W RIVERSIDE AVE BANK OF AMERICA FC 36,898,200		\$40,588.02	
					\$40,588.02	\$40,588.02	\$0.00
1	26	RIVER PARK SQUARE LLC 35183.0321	Private Property	808 W MAIN AVE 30,000,000		\$33,000.00	
					\$33,000.00	\$33,000.00	\$0.00
1	34	FPA CRESCENT ASSOCIATES 35183.0401	Private Property	719 W MAIN AVE CRESCENT COURT 20,228,080		\$22,250.89	
					\$22,250.89	\$22,250.89	\$0.00
2	37	WASHINGTON TRUST FINANCIAL CENTER 35192.0708	Private Property	717 W SPRAGUE AVE 17,187,200		\$18,905.92	
					\$18,905.92	\$18,905.92	\$0.00
1	41	STG MAIN LLC 35184.2513	Private Property	601 W MAIN AVE CHASE 17,034,900		\$18,738.39	
					\$18,738.39	\$18,738.39	\$0.00
2	53	BURLESON ROAD INVESTMENTS LLC 35184.2310	Private Property	422 W RIVERSIDE AVE USBANK BLDG 16,851,200		\$18,536.32	
					\$18,536.32	\$18,536.32	\$0.00
1	21	CITY OF SPOKANE 35183.1501	Government	808 W SPOKANE FALLS BLVD CITY HALL 17,866,500		\$14,293.20	
					\$14,293.20	\$14,293.20	\$0.00
2	7	COWLES PUBLISHING CO 35183.1017	Private Property	1 N MONROE ST 12,877,200		\$14,164.92	
					\$14,164.92	\$14,164.92	\$0.00
1	26	RIVER PARK SQUARE LLC 35183.0322	Private Property	825 W SPOKANE FALLS BLVD 11,924,100		\$13,116.51	
					\$13,116.51	\$13,116.51	\$0.00
1	35	UMPQUA BANK 35183.0408	Private Property	710 W RIVERSIDE AVE 11,366,730		\$12,503.40	
					\$12,503.40	\$12,503.40	\$0.00
1	28	LINCOLN PLAZA LLC 35183.0705	Private Property	818 W RIVERSIDE AVE LINCOLN PLAZA 11,027,200		\$12,129.92	
					\$12,129.92	\$12,129.92	\$0.00
1	26	RIVER PARK SQUARE, LLC 35183.0324	Private Property	808 W MAIN AVE 10,068,570		\$11,075.43	
					\$11,075.43	\$11,075.43	\$0.00
1	26	RIVERPARK SQUARE LLC 35183.0320	Private Property	777 W MAIN AVE RPS 9,960,700		\$10,956.77	
					\$10,956.77	\$10,956.77	\$0.00
2	54	DIAMOND PLAZA LLC 35184.2806	Private Property	421 W RIVERSIDE AVE PAULSEN BLDG 9,029,000		\$9,931.90	
					\$9,931.90	\$9,931.90	\$0.00
1	42	BKWSPOKANE LLC		618 W RIVERSIDE AVE			

Zone	Block	Business Name		Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual	Difference
		35184.2514	Private Property	8,763,500		\$9,639.85	
					\$9,639.85	\$9,639.85	\$0.00
2	17	COWLES PUBLISHING CO		925 W RIVERSIDE AVE			
		35183.0909	Private Property	8,256,900		\$9,082.59	
					\$9,082.59	\$9,082.59	\$0.00
2	36	SPOKANE TRANSIT AUTHORITY		9 N WALL ST STA PLAZA			
		35183.0508	Government	11,074,970		\$8,859.98	
					\$8,859.98	\$8,859.98	\$0.00
1	15	CITY OF SPOKANE		902 W MAIN AVE LIBRARY			
		35183.0036	Government	10,630,300		\$8,504.24	
					\$8,504.24	\$8,504.24	\$0.00
1	47	BOTZ/SCHOEDEL/ETAL		511 W MAIN AVE PARKADE PLAZA			
		35184.2416	Private Property	7,291,230		\$8,020.35	
					\$8,020.35	\$8,020.35	\$0.00
5	24	DPGB WA 1 LLC		201 W NORTH RIVER DR RLH BLDG			
		35184.0088	Private Property	10,361,000		\$7,252.70	
					\$7,252.70	\$7,252.70	\$0.00
1	32	JAMES F COTTER		221 N WALL ST OLD CITY HALL			
		35183.0301	Private Property	6,493,100		\$7,142.41	
					\$7,142.41	\$7,142.41	\$0.00
2	51	LIBERTY PARTNERS		203 N WASHINGTON ST LIBERTY BLDG			
		35184.2013	Private Property	5,766,000		\$6,342.60	
					\$6,342.60	\$6,342.60	\$0.00
3	6	HEYLMAN, WC		1224 W RIVERSIDE AVE			
		35183.2234	Private Property	8,389,651		\$5,872.76	
					\$5,872.76	\$5,872.76	\$0.00
2	17	COWLES REAL ESTATE CO		928 W SPRAGUE AVE			
		35183.0905	Private Property	4,792,200		\$5,271.42	
					\$5,271.42	\$5,271.42	\$0.00
2	8	NEW FOX THEATER LLC		1001 W SPRAGUE AVE			
		35192.0404	Private Property	4,758,250		\$5,234.08	
					\$5,234.08	\$5,234.08	\$0.00
2	18	WESTERN UNITED LIFE ASSURANCE		929 W SPRAGUE AVE WESTERN CENTER			
		35192.0509	Private Property	4,755,400		\$5,230.94	
					\$5,230.94	\$5,230.94	\$0.00
1	47	RIVERSIDE 522 LLC		522 W RIVERSIDE AVE			
		35184.2407	Private Property	4,641,020		\$5,105.12	
					\$5,105.12	\$5,105.12	\$0.00
1	39	WHEATLAND BANK		222 N WALL ST WHEATLAND FINANCIAL CENTER			
		35184.1808	Private Property	4,412,810		\$4,854.09	
					\$4,854.09	\$4,854.09	\$0.00
2	38	PYROTEK INC		705 W 1ST AVE			
		35192.0803	Private Property	4,346,070		\$4,780.68	
		35192.0803	Private Property	4,346,070		\$4,780.68	
		35192.0803	Private Property	4,346,070		\$4,780.68	
					\$10,865.18	\$14,342.03	(\$3,476.86)

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
1	28	GRANT BUILDING LLC 35183.0708	Private Property	802 W RIVERSIDE AVE BANNER BANK BLDG 4,310,400		\$4,741.44	
					\$4,741.44	\$4,741.44	\$0.00
2	29	RIVERSIDE AND POST LLC 35183.0615	Private Property	801 W RIVERSIDE AVE 4,010,900		\$4,411.99	
					\$4,411.99	\$4,411.99	\$0.00
4	67	SPOKANE SCHOOL DISTRICT #81 35184.0628	Government	200 N BERNARD ST 7,321,100		\$4,392.66	
					\$4,392.66	\$4,392.66	\$0.00
2	45	INLAND NORTHWEST HEALTH SERVICES 35191.2505	Private Property	UNKNOWN 3,935,280		\$4,328.81	
					\$4,328.81	\$4,328.81	\$0.00
1	39	600 MAIN INC 35184.1807	Private Property	608 W MAIN AVE MACY'S BLDG 3,807,700		\$4,188.47	
					\$4,188.47	\$4,188.47	\$0.00
2	48	FERNWELL ASSOCIATES INC 35184.2701	Private Property	501 W RIVERSIDE AVE FERNWELL BLDG 3,570,870		\$3,927.96	
					\$3,927.96	\$3,927.96	\$0.00
2	17	COWLES PUBLISHING CO 35183.0904	Private Property	929 W RIVERSIDE AVE 3,180,200		\$3,498.22	
					\$3,498.22	\$3,498.22	\$0.00
2	38	PYROTEK INC 35192.0803	Government	705 W 1ST AVE 4,346,070		\$3,476.86	
		35192.0803	Government	4,346,070		\$3,476.86	
		35192.0803	Government	4,346,070		\$3,476.86	
					\$10,865.18	\$10,430.57	\$434.61
2	29	DIAMOND, J 35183.0608	Private Property	822 W SPRAGUE AVE MICHAEL BLDG 3,045,300		\$3,349.83	
					\$3,349.83	\$3,349.83	\$0.00
2	9	NEW MADISON LLC 35192.1101	Private Property	1021 W 1ST AVE MADISON APTS 3,027,040		\$3,329.74	
					\$3,329.74	\$3,329.74	\$0.00
4	61	LEGION LLC 35184.2207	Private Property	108 N WASHINGTON ST LEGION BLDG 4,711,500		\$3,298.05	
					\$3,298.05	\$3,298.05	\$0.00
1	39	I O O F (MACY'S) 35184.1806	Private Property	618 W MAIN AVE MACY'S BLDG 2,974,900		\$3,272.39	
					\$3,272.39	\$3,272.39	\$0.00
5	22	PEYTON BUILDING LLC 35183.0507	Private Property	10 N POST ST PEYTON BLDG 4,661,800		\$3,263.26	
					\$3,263.26	\$3,263.26	\$0.00
3	80	KHQ INC 35192.0205	Private Property	1201 W SPRAGUE AVE 4,441,400		\$3,108.98	
					\$3,108.98	\$3,108.98	\$0.00
1	46	SPOKANE 73 35184.1903	Private Property	228 N HOWARD ST 2,566,200		\$2,822.82	

Zone	Block	Business Name		Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual	Difference
					\$2,822.82	\$2,822.82	\$0.00
1	27	CPC DEVELOPMENT COMPANY 35183.2503	Private Property	825 W MAIN AVE W 809 BLDG 2,523,240		\$2,775.56	
					\$2,775.56	\$2,775.56	\$0.00
1	34	FPA CRESCENT ASSOCIATES 35183.0409	Private Property	721 W MAIN AVE CRESCENT COURT 2,509,350		\$2,760.29	
					\$2,760.29	\$2,760.29	\$0.00
2	38	PYROTEK INC 35192.0803	Non-Profit	705 W 1ST AVE 4,346,070		\$2,607.64	
		35192.0803	Non-Profit	4,346,070		\$2,607.64	
		35192.0803	Non-Profit	4,346,070		\$2,607.64	
					\$10,865.18	\$7,822.93	\$3,042.25
2	49	WASHINGTON TRUST BANK 35191.2403	Private Property	501 W 1ST AVE 2,362,350		\$2,598.59	
					\$2,598.59	\$2,598.59	\$0.00
3	6	WEST 1124 RIVERSIDE PARTNERS 35183.2238	Private Property	1116 W RIVERSIDE AVE 3,697,700		\$2,588.39	
					\$2,588.39	\$2,588.39	\$0.00
5	22	MORCA INVESTMENTS CO 35185.4928	Private Property	621 W MALLON AVE, #UNIT 234 FLOUR MILL CONDOS 3,643,650		\$2,550.56	
					\$2,550.56	\$2,550.56	\$0.00
1	29	GLOBAL CREDIT UNION 35183.0406	Private Property	108 N POST ST GLOBAL CREDIT UNION 2,161,550		\$2,377.71	
					\$2,377.71	\$2,377.71	\$0.00
2	7	COWLES REAL ESTATE COMPANY 35183.1014	Private Property	1023 W RIVERSIDE AVE 2,051,600		\$2,256.76	
					\$2,256.76	\$2,256.76	\$0.00
1	39	600 MAIN INC 35184.1802	Private Property	223 N HOWARD ST MACY'S BLDG 2,021,980		\$2,224.18	
					\$2,224.18	\$2,224.18	\$0.00
3	6	WEST 1116 RIVERSIDE PARTNERS 35183.2239	Private Property	1116 W RIVERSIDE AVE 2,955,300		\$2,068.71	
					\$2,068.71	\$2,068.71	\$0.00
1	46	JOHN HEIBER JR FAMILY LLC 35184.1905	Private Property	206 N HOWARD ST 1,840,530		\$2,024.58	
					\$2,024.58	\$2,024.58	\$0.00
5	22	FALLS LLC 35183.0021	Private Property	829 W BROADWAY AB=VE 2,799,790		\$1,959.85	
					\$1,959.85	\$1,959.85	\$0.00
5	22	MAD ANTHONY'S INC 35183.0003	Government	520 N LINCOLN ST 3,122,650		\$1,873.59	
					\$1,873.59	\$1,873.59	\$0.00
5	24	RIVEREDGE LLC 35184.0091	Private Property	101 W NORTH RIVER DR RIVER'S EDGE BLDG 2,663,100		\$1,864.17	
					\$1,864.17	\$1,864.17	\$0.00
2	30	SPS INN, L.P. 35192.0901	Private Property	827 W 1ST AVE COURTYARD OFFICE CENTER 1,684,910		\$1,853.40	

Zone	Block	Business Name		Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual	Difference
					\$1,853.40	\$1,853.40	\$0.00
2	49	JOEL & JON LLC 35191.2001	Private Property	9 S HOWARD ST 1,599,400		\$1,759.34	
					\$1,759.34	\$1,759.34	\$0.00
1	27	CPC DEVELOPMENT COMPANY 35183.2502	Private Property	825 W MAIN AVE W 809 BLDG 1,597,400		\$1,757.14	
					\$1,757.14	\$1,757.14	\$0.00
1	46	JGFH, LLC/CLHK, LLC 35184.1908	Private Property	503 W SPOKANE FALLS BLVD BENNETT BLOCK 1,569,230		\$1,726.15	
					\$1,726.15	\$1,726.15	\$0.00
1	34	SCOT DAVID L.L.C. 35183.0407	Private Property	718 W RIVERSIDE AVE 718 BLDG 1,560,940		\$1,717.03	
					\$1,717.03	\$1,717.03	\$0.00
2	56	BNSF RAILROAD 35191.0014	Private Property	UNKNOWN 1,554,940		\$1,710.43	
					\$1,710.43	\$1,710.43	\$0.00
3	84	INTEGRUS PARTNERSHIP 25241.0101	Private Property	10 S CEDAR ST 2,436,240		\$1,705.37	
					\$1,705.37	\$1,705.37	\$0.00
2	50	BLACK ENTERPRISES 35191.2401	Private Property	521 W 1ST AVE 1,532,400		\$1,685.64	
					\$1,685.64	\$1,685.64	\$0.00
3	79	1203 PROPERTIES LLP 35183.1224	Private Property	1203 W RIVERSIDE AVE 2,169,930		\$1,518.95	
					\$1,518.95	\$1,518.95	\$0.00
2	52	PBB INVESTMENTS LLC 35184.2317	Private Property	419 W MAIN AVE 1,373,350		\$1,510.69	
					\$1,510.69	\$1,510.69	\$0.00
1	46	JOHN HEIBER JR FAMILY LLC 35184.1906	Private Property	516 W MAIN AVE BENNETT BLOCK 1,371,330		\$1,508.46	
					\$1,508.46	\$1,508.46	\$0.00
2	17	BULLCO CO 35183.0901	Private Property	901 W RIVERSIDE AVE 1,345,500		\$1,480.05	
					\$1,480.05	\$1,480.05	\$0.00
4	67	FOUNDRY UNITED LLC 35184.0614	Private Property	244 W MAIN AVE 2,097,870		\$1,468.51	
					\$1,468.51	\$1,468.51	\$0.00
1	26	RIVER PARK SQUARE LLC 35183.0325	Private Property	706 W MAIN AVE 1,314,500		\$1,445.95	
					\$1,445.95	\$1,445.95	\$0.00
2	54	ARMSTRONG TRUST 35184.2802	Private Property	402 W SPRAGUE AVE 1,203,300		\$1,323.63	
					\$1,323.63	\$1,323.63	\$0.00
2	53	BURLESON ROAD INVESTMENTS LLC 35184.2315	Private Property	428 W RIVERSIDE AVE USBANK BLDG 1,175,860		\$1,293.45	
					\$1,293.45	\$1,293.45	\$0.00
4	62	ERLING EIDE REV TRUST		319 W RIVERSIDE AVE			

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
		35184.2903	Private Property	1,818,460		\$1,272.92	
					\$1,272.92	\$1,272.92	\$0.00
5	12	PIONEER HUMAN SERVICES		720 N MONROE ST			
		35183.1405	Private Property	1,813,300		\$1,269.31	
					\$1,269.31	\$1,269.31	\$0.00
2	56	CITY OF SPOKANE		221 W 1ST AVE			
		35191.0015	Government	1,536,700		\$1,229.36	
					\$1,229.36	\$1,229.36	\$0.00
1	47	SURE WOULD LLC		508 W RIVERSIDE AVE			
		35184.2415	Private Property	1,100,000		\$1,210.00	
					\$1,210.00	\$1,210.00	\$0.00
2	56	CITY OF SPOKANE		221 W 1ST AVE			
		35191.0016	Government	1,478,300		\$1,182.64	
					\$1,182.64	\$1,182.64	\$0.00
3	78	DANTECH LLC		1111 W 1ST AVE COMMERCIAL BUILDING			
		35192.1209	Private Property	1,672,500		\$1,170.75	
					\$1,170.75	\$1,170.75	\$0.00
1	41	THOMAS A STIRITZ		120 N WALL ST THE ONE TWENTY			
		35184.2511	Private Property	1,055,060		\$1,160.57	
					\$1,160.57	\$1,160.57	\$0.00
1	27	CPC DEVELOPMENT COMPANY		825 W MAIN AVE, #UNIT A W 809 BLDG			
		35183.2501	Private Property	1,046,200		\$1,150.82	
					\$1,150.82	\$1,150.82	\$0.00
2	52	BESPIN HOLDINGS LLC		118 N STEVENS ST 118 BUILDING			
		35184.2309	Private Property	1,031,230		\$1,134.35	
					\$1,134.35	\$1,134.35	\$0.00
3	76	COWLES REAL ESTATE CO		1102 W SPRAGUE AVE			
		35183.1110	Private Property	1,599,850		\$1,119.90	
					\$1,119.90	\$1,119.90	\$0.00
1	46	JOHN HEIBER JR FAMILY LLC		508 W MAIN AVE			
		35184.1907	Private Property	1,009,560		\$1,110.52	
					\$1,110.52	\$1,110.52	\$0.00
1	47	1953 BOX LLC		502 W RIVERSIDE AVE			
		35184.2413	Private Property	982,490		\$1,080.74	
					\$1,080.74	\$1,080.74	\$0.00
2	52	THE 415 MAIN PROJECT LLC		409 W MAIN AVE			
		35184.2316	Private Property	972,510		\$1,069.76	
					\$1,069.76	\$1,069.76	\$0.00
2	18	WESTERN UNITED LIFE ASSURANCE		902 W 1ST AVE WESTERN CENTER			
		35192.0508	Private Property	971,200		\$1,068.32	
					\$1,068.32	\$1,068.32	\$0.00
3	6	SPOKANE CLUB		1002 W RIVERSIDE AVE			
		35183.0092	Non-Profit	2,625,980		\$1,050.39	
					\$1,050.39	\$1,050.39	\$0.00
2	29	HARE & GRIFFITHS LLC		825 W RIVERSIDE AVE			
		35183.0607	Private Property	949,950		\$1,044.95	

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
					\$1,044.95	\$1,044.95	\$0.00
3	85	GRAND COULEE BUILDING PARTNERS		1401 W 1ST AVE GRAND COULEE BLDG			
		25241.1201	Private Property	1,488,430		\$1,041.90	
					\$1,041.90	\$1,041.90	\$0.00
2	52	1889 BUILDING LLC		427 W MAIN AVE			
		35184.2308	Private Property	943,350		\$1,037.69	
					\$1,037.69	\$1,037.69	\$0.00
1	34	MZB, LLC		110 N POST ST			
		35183.0405	Private Property	935,220		\$1,028.74	
					\$1,028.74	\$1,028.74	\$0.00
1	33	ROBERTS/BOTZ/SCHOEDEL/ETAL		708 W MAIN AVE, #300			
		35183.0308	Private Property	929,700		\$1,022.67	
					\$1,022.67	\$1,022.67	\$0.00
2	56	EVERGREEN PARKING		119 S STEVENS ST			
		35191.5511	Private Property	926,500		\$1,019.15	
					\$1,019.15	\$1,019.15	\$0.00
1	33	702 LLC		207 N WALL ST SAAD BLDG			
		35183.0310	Private Property	904,650		\$995.12	
					\$995.12	\$995.12	\$0.00
3	6	SPOKANE CLUB		1002 W RIVERSIDE AVE			
		35183.2231	Non-Profit	2,476,900		\$990.76	
					\$990.76	\$990.76	\$0.00
2	48	REUGH CONSTRUCTION CO		518 W SPRAGUE AVE			
		35184.2706	Private Property	893,090		\$982.40	
					\$982.40	\$982.40	\$0.00
4	72	JASON WOLFE		236 W SPRAGUE AVE			
		35184.1212	Private Property	1,366,330		\$956.43	
					\$956.43	\$956.43	\$0.00
5	12	NORTH BY NORTHWEST PARTNERS LLC		901 W BROADWAY AVE			
		35183.1432	Private Property	1,351,500		\$946.05	
					\$946.05	\$946.05	\$0.00
4	60	301 MAIN AVE LLC		301 W MAIN AVE			
		35184.0801	Private Property	1,332,550		\$932.79	
					\$932.79	\$932.79	\$0.00
4	68	LUIGI'S DEVELOPMENT, LLC		245 W MAIN AVE			
		35184.0922	Private Property	1,324,140		\$926.90	
					\$926.90	\$926.90	\$0.00
2	18	GVD COMMERCIAL PROPERTIES INC		901 W SPRAGUE AVE THE MET			
		35192.0507	Private Property	839,900		\$923.89	
					\$923.89	\$923.89	\$0.00
2	53	LEGACY INTERESTS LLC		115 N WASHINGTON ST JOCKEY CLUB BLDG			
		35184.2302	Private Property	833,080		\$916.39	
					\$916.39	\$916.39	\$0.00
1	67	MOMOWOBROSCO LLC		220 W MAIN AVE			
		35184.0605	Private Property	823,100		\$905.41	

Zone	Block	Business Name		Property Address		
		Parcel Nbr	Description	Units	Assessment	Difference
					\$905.41	\$905.41
2	56	CHALARDSOONTORNVATEE, R 35191.2305	Private Property	411 W 1ST AVE 746,010		\$820.61
					\$820.61	\$820.61
3	79	SAN MARCO APARTMENTS 35183.1207	Private Property	1230 W SPRAGUE AVE 1,087,030		\$760.92
					\$760.92	\$760.92
2	51	JOHN HEIBER JR FAMILY LLC 35184.2002	Private Property	405 E TRENT AVE 688,610		\$757.47
					\$757.47	\$757.47
4	61	COLONIAL CITY 35184.0803	Private Property	111 N BERNARD ST 1,071,580		\$750.11
					\$750.11	\$750.11
2	17	HARE & GRIFFITHS LLC 35183.0908	Private Property	908 W SPRAGUE AVE 678,200		\$746.02
					\$746.02	\$746.02
1	47	WRAP, LLC ATTN: RON HORTON 35184.2408	Private Property	518 W RIVERSIDE AVE 676,870		\$744.56
					\$744.56	\$744.56
2	55	B & H ENTERPRISES LLC #1 35191.2101	Private Property	425 W SPRAGUE AVE 676,850		\$744.54
					\$744.54	\$744.54
2	38	124 S WALL STREET PARTNERS LLC 35192.5336	Private Property	124 S WALL ST 676,560		\$744.22
					\$744.22	\$744.22
2	52	HILL, HILL & HILL LLC 35184.2301	Private Property	405 W MAIN AVE HILL'S RESTAURANT 671,750		\$738.93
					\$738.93	\$738.93
2	19	GVD COMMERCIAL PROPERTIES, INC 35192.1005	Private Property	909 W 1ST AVE 670,250		\$737.28
					\$737.28	\$737.28
2	9	EVESHAM LLC 35192.5354	Private Property	122 S MONROE ST ELECTRIC BUILDING 665,820		\$732.40
					\$732.40	\$732.40
3	6	MHC2 INVESTMENTS, LLC 35183.2229	Private Property	1108 W RIVERSIDE AVE 1,005,690		\$703.98
					\$703.98	\$703.98
1	46	220 INVESTORS 35184.1904	Private Property	218 N HOWARD ST 630,990		\$694.09
					\$694.09	\$694.09
4	64	LORRAINE LLC 35191.2208	Private Property	308 W 1ST AVE LORRAINE BLDG 986,800		\$690.76
					\$690.76	\$690.76
2	55	DIAMOND PARKING INC 35191.2104	Private Property	401 W SPRAGUE AVE 614,600		\$676.06
					\$676.06	\$676.06

Zone	Block	Business Name		Property Address			Actual	Difference
		Parcel Nbr	Description	Units	Assessment			
5	3	DRESDEN GROUP LLC 35183.1303	Private Property	701 N MONROE ST DRESDEN BLDG 953,400			\$667.38	
					\$667.38		\$667.38	\$0.00
3	85	PARTS WHOLESALERS INC 25241.1205	Private Property	120 S CEDAR ST 935,750			\$655.03	
					\$655.03		\$655.03	\$0.00
4	66	FRUCI FAMILY, LLC 35184.0630	Private Property	259 W SPOKANE FALLS BLVD 933,400			\$653.38	
					\$653.38		\$653.38	\$0.00
3	83	WELLS, R RONALD & JULIE W 35192.1401	Private Property	1319 W 1ST AVE ELDRIDGE BLDG 911,550			\$638.09	
					\$638.09		\$638.09	\$0.00
3	78	YELLOW DOOR PROPERTIES LLC 35192.1201	Private Property	115 S JEFFERSON ST NORMAN HOTEL 907,040			\$634.93	
					\$634.93		\$634.93	\$0.00
2	29	MYSTERY BUILDING LLC 35183.0609	Private Property	816 W SPRAGUE AVE MYSTERY BLDG 570,300			\$627.33	
					\$627.33		\$627.33	\$0.00
2	48	JJM PROPERTIES 35184.2708	Private Property	502 W SPRAGUE AVE 556,220			\$611.84	
					\$611.84		\$611.84	\$0.00
4	71	LI, GANG/SHAO, JIN 35184.0919	Private Property	224 W RIVERSIDE AVE 871,200			\$609.84	
					\$609.84		\$609.84	\$0.00
1	41	MPL HOLDINGS, LLC 35184.2501	Private Property	117 N HOWARD ST 552,300			\$607.53	
					\$607.53		\$607.53	\$0.00
4	63	GB DOW INVESTMENTS LLC 35184.1307	Private Property	311 W RIVERSIDE AVE 858,900			\$601.23	
					\$601.23		\$601.23	\$0.00
4	66	WESTERN MINE SERVICES, INC 35184.0631	Private Property	223 N BROWN ST 857,570			\$600.30	
					\$600.30		\$600.30	\$0.00
2	9	GVD PARTNERS LP 35192.1102	Private Property	1017 W 1ST AVE 532,660			\$585.93	
					\$585.93		\$585.93	\$0.00
2	9	EVESHAM LLC 35192.5357	Private Property	1012 W RAILROAD AVE RAILSIDE CENTER 527,680			\$580.45	
					\$580.45		\$580.45	\$0.00
1	47	SAPPHIRE 50 LLC 35184.2409	Private Property	516 W RIVERSIDE AVE 525,120			\$577.63	
					\$577.63		\$577.63	\$0.00
2	45	BROOKS, KENNETH 35191.5518	Private Property	123 S WALL ST ATRIUM BLDG 524,680			\$577.15	
					\$577.15		\$577.15	\$0.00
2	50	KEMESA, LLC 35191.5521	Private Property	119 S HOWARD ST 521,170			\$573.29	

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
					\$573.29	\$573.29	\$0.00
4	72	BEAR & HALE, LLC 35184.1210	Private Property	232 W SPRAGUE AVE 805,400		\$563.78	
					\$563.78	\$563.78	\$0.00
5	24	RED LION HOTELS CORPORATION 35184.0025	Private Property	201 W NORTH RIVER DR RLH BLDG 803,620		\$562.53	
					\$562.53	\$562.53	\$0.00
2	9	GVD PARTNERS LP 35192.1103	Private Property	1011 W 1ST AVE RAILSIDE CENTER 508,330		\$559.16	
					\$559.16	\$559.16	\$0.00
3	83	CGL PROPERTIES LLC 35192.1403	Private Property	1307 W 1ST AVE 787,450		\$551.22	
					\$551.22	\$551.22	\$0.00
4	66	RAMOS PROPERTIES, LLC 35184.0629	Private Property	245 W SPOKANE FALLS BLVD AZTECA 780,800		\$546.56	
					\$546.56	\$546.56	\$0.00
4	66	FRUCI FAMILY LLC 35184.0611	Private Property	218 N BERNARD ST FRUCI 778,700		\$545.09	
					\$545.09	\$545.09	\$0.00
4	64	SPOKANE TEACHERS CREDIT UNION 35191.2202	Private Property	333 W SPRAGUE AVE 777,900		\$544.53	
					\$544.53	\$544.53	\$0.00
2	53	BURLESON ROAD INVESTMENTS LLC 35184.2311	Private Property	416 W RIVERSIDE AVE USBANK BLDG 489,490		\$538.44	
					\$538.44	\$538.44	\$0.00
2	19	121 MONROE LLC 35192.5324	Private Property	121 S MONROE ST 483,880		\$532.27	
					\$532.27	\$532.27	\$0.00
2	51	PAC OPERATING CO 35184.2012	Private Property	418 W MAIN AVE 477,320		\$525.05	
					\$525.05	\$525.05	\$0.00
2	56	DIAMOND PARK INC 35191.0012	Private Property	331 W 1ST AVE 473,370		\$520.71	
					\$520.71	\$520.71	\$0.00
2	51	PAC OPERATING CO 35184.2005	Private Property	423 W SPOKANE FALLS BLVD 470,300		\$517.33	
					\$517.33	\$517.33	\$0.00
4	72	ALGER BRISTOL & LOT 82 LLC 35184.1203	Private Property	210 W SPRAGUE AVE 710,200		\$497.14	
					\$497.14	\$497.14	\$0.00
2	17	HARE & GRIFFITHS 35183.0907	Private Property	912 W SPRAGUE AVE 440,000		\$484.00	
					\$484.00	\$484.00	\$0.00
3	78	BARTON PROPERTIES, LLC 35192.5333	Private Property	119 S JEFFERSON ST 688,780		\$482.15	
					\$482.15	\$482.15	\$0.00

Zone	Block	Business Name		Property Address		Actual	Difference
		Parcel Nbr	Description	Units	Assessment		
1	15	CITY OF SPOKANE 35183.0037	Government	591,500	ADDRESS UNKNOWN	\$473.20	
					\$473.20	\$473.20	\$0.00
2	51	JOHN HEIBER JR FAMILY LLC 35184.2003	Private Property	409,240	ADDRESS UNKNOWN BENNETT BLOCK	\$450.16	
					\$450.16	\$450.16	\$0.00
3	81	NORTH BY NORTHWEST PARTNERS LLC 35192.1304	Private Property	641,330	1209 W 1ST AVE	\$448.93	
					\$448.93	\$448.93	\$0.00
2	56	STEWART BUILDING LLC 35191.2301	Private Property	427 W 1ST AVE 406,520		\$447.17	
					\$447.17	\$447.17	\$0.00
4	69	WOODHEAD SR, JOHN G 35184.0908	Private Property	239 W MAIN AVE 632,800		\$442.96	
					\$442.96	\$442.96	\$0.00
4	61	JENSEN BYRD CO 35184.2212	Private Property	314 W RIVERSIDE AVE 608,810		\$426.17	
					\$426.17	\$426.17	\$0.00
2	52	ANNETTE SILVER 35184.2303	Private Property	407 W MAIN AVE 384,760		\$423.24	
					\$423.24	\$423.24	\$0.00
2	54	DIAMOND PARK INC 35184.2805	Private Property	422 W SPRAGUE AVE 370,400		\$407.44	
					\$407.44	\$407.44	\$0.00
3	81	COWLES PUBLISHING CO 35192.0206	Private Property	1201 W SPRAGUE AVE 581,250		\$406.88	
					\$406.88	\$406.88	\$0.00
2	19	BARNETT PROPERTIES, INC 35192.1004	Private Property	911 W 1ST AVE 367,500		\$404.25	
					\$404.25	\$404.25	\$0.00
4	69	221 WEST MAIN OFFICE BUILDING LLC 35184.0920	Private Property	221 W MAIN AVE EDWARDS BLDG 577,300		\$404.11	
					\$404.11	\$404.11	\$0.00
4	69	WEST MAIN OFFICE BUILDING LLC 35184.0921	Private Property	225 W MAIN AVE EDWARDS BLDG 577,300		\$404.11	
					\$404.11	\$404.11	\$0.00
2	55	B & H ENTERPRISES LLC #1 35191.2102	Private Property	415 W SPRAGUE AVE 359,500		\$395.45	
					\$395.45	\$395.45	\$0.00
5	12	SIMPSON, JAN 35183.1404	Private Property	921 W BROADWAY AVE BROADWAY BLDG 564,900		\$395.43	
					\$395.43	\$395.43	\$0.00
2	51	PAC OPERATING CO 35184.2007	Private Property	430 W MAIN AVE 356,580		\$392.24	
					\$392.24	\$392.24	\$0.00

Zone	Block	Business Name		Property Address			Actual	Difference
		Parcel Nbr	Description	Units	Assessment			
3	78	SPOKANE MILLENNIAL PROPERTIES, LLC 35192.1204	Private Property	1101 W 1ST AVE 554,300			\$388.01	
					\$388.01		\$388.01	\$0.00
2	19	BARNETT PROPERTIES INC 35192.1003	Private Property	917 W 1ST AVE 351,420			\$386.56	
					\$386.56		\$386.56	\$0.00
2	48	JJM PROPERTIES 35184.2703	Private Property	509 W RIVERSIDE AVE MOHAWK BLDG 340,630			\$374.69	
					\$374.69		\$374.69	\$0.00
4	70	SKL PROPERTY MANAGEMENT INC 35184.0911	Private Property	256 W RIVERSIDE AVE 520,170			\$364.12	
					\$364.12		\$364.12	\$0.00
5	12	ISLAND OFFICE PLAZA 35183.1439	Private Property	915 W BROADWAY AVE 514,000			\$359.80	
					\$359.80		\$359.80	\$0.00
3	82	BUENA VISTA SPOKANE LLC 35192.0101	Private Property	5 S CEDAR ST 511,440			\$358.01	
					\$358.01		\$358.01	\$0.00
3	82	BUENA VISTA SPOKANE LLC 35192.0102	Private Property	11 S CEDAR ST BUENA VISTA 500,040			\$350.03	
					\$350.03		\$350.03	\$0.00
4	66	WESTERN MINE SERVICES, INC 35184.0632	Private Property	216 W MAIN AVE 499,900			\$349.93	
					\$349.93		\$349.93	\$0.00
2	17	COWLES PUBLISHING CO 35183.0906	Private Property	914 W SPRAGUE AVE 317,800			\$349.58	
					\$349.58		\$349.58	\$0.00
3	79	MYRTLE & EDWIDGE APARTMENTS 35183.1208	Private Property	1214 W SPRAGUE AVE 495,300			\$346.71	
					\$346.71		\$346.71	\$0.00
5	13	HES PROPERTIES, LLC 35183.1411	Private Property	628 N MONROE ST HOLMES BLDG 492,600			\$344.82	
					\$344.82		\$344.82	\$0.00
3	85	PARTS WHOLESALERS, INC. 25241.1204	Private Property	1423 W 1ST AVE 483,700			\$338.59	
					\$338.59		\$338.59	\$0.00
4	72	DOTSON, KENNETH J & MAXINE M 35184.1207	Private Property	221 W RIVERSIDE AVE 480,300			\$336.21	
					\$336.21		\$336.21	\$0.00
2	48	REUGH CONSTRUCTION CO 35184.2707	Private Property	2 N HOWARD ST 305,030			\$335.53	
					\$335.53		\$335.53	\$0.00
2	31	SPS INN LP 35192.0903	Private Property	817 W 1ST AVE 302,020			\$332.22	
					\$332.22		\$332.22	\$0.00
4	72	201 RIVERSIDE LLC		201 W RIVERSIDE AVE HAVERMALE PARK				

Zone	Block	Business Name	Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual
						Difference
		35184.1201	Private Property	471,150		\$329.81
					\$329.81	\$329.81
						\$0.00
3	82	CITY OF SPOKANE		10 S ADAMS ST		
		35192.0107	Private Property	465,000		\$325.50
					\$325.50	\$325.50
						\$0.00
4	61	JENSEN / BYRD CO		320 W RIVERSIDE AVE		
		35184.2211	Private Property	462,000		\$323.40
					\$323.40	\$323.40
						\$0.00
4	59	KELLOGG, RICHARD E & SUSAN E		126 N WASHINGTON ST		
		35184.2205	Private Property	461,050		\$322.74
					\$322.74	\$322.74
						\$0.00
2	51	JOHN HEIBER JR FAMILY LLC		208 N STEVENS ST		
		35184.2008	Private Property	287,550		\$316.31
					\$316.31	\$316.31
						\$0.00
2	56	INLAND EMPIRE PROPERTIES LLC		101 S STEVENS ST		
		35191.2302	Private Property	286,970		\$315.67
					\$315.67	\$315.67
						\$0.00
4	70	JRD PARKING LLC		8 N BERNARD ST		
		35184.1214	Private Property	444,360		\$311.05
					\$311.05	\$311.05
						\$0.00
3	6	PHILANTHROPY CENTER LLC		1020 W RIVERSIDE AVE		
		35183.2230	Non-Profit	774,590		\$309.84
					\$309.84	\$309.84
						\$0.00
5	22	MORCA INVESTMENTS CO		621 W MALLON AVE, #UNIT 101 FLOUR MILL CONDOS		
		35185.4901	Private Property	440,980		\$308.69
					\$308.69	\$308.69
						\$0.00
4	72	RICHMOND & BICKETT LLC		228 W SPRAGUE AVE		
		35184.1216	Private Property	438,410		\$306.89
					\$306.89	\$306.89
						\$0.00
4	71	UMPQUA BANK		206 W RIVERSIDE AVE		
		35184.0918	Private Property	428,900		\$300.23
					\$300.23	\$300.23
						\$0.00
3	78	YELLOW DOOR PROPERTIES LLC		1121 W 1ST AVE NORMAN HOTEL		
		35192.1202	Private Property	421,830		\$295.28
					\$295.28	\$295.28
						\$0.00
3	81	MIKALSON, JOFREDA H		1217 W 1ST AVE		
		35192.1303	Private Property	418,540		\$292.98
					\$292.98	\$292.98
						\$0.00
2	50	WASHINGTON TRUST BANK		124 S STEVENS ST RIDPATH		
		35191.5523	Private Property	258,400		\$284.24
					\$284.24	\$284.24
						\$0.00
2	54	OLD NAT BK TRUST		416 W SPRAGUE AVE		
		35184.2803	Private Property	243,200		\$267.52
					\$267.52	\$267.52
						\$0.00
5	22	AVISTA CORPORATION		VACANT LAND		
		35184.0027	Private Property	378,670		\$265.07
					\$265.07	\$265.07
						\$0.00

Zone	Block	Business Name		Property Address			Actual	Difference
		Parcel Nbr	Description	Units	Assessment			
4	64	SDS WENATCHEE LLC 35191.2205	Private Property	370,580			\$259.41	
					\$259.41		\$259.41	\$0.00
3	6	WEST 1124 RIVERSIDE PARTNERS 35183.2236	Private Property	368,870			\$258.21	
					\$258.21		\$258.21	\$0.00
4	72	RICHMOND & BICKETT LLC 35184.1215	Private Property	368,770			\$258.14	
					\$258.14		\$258.14	\$0.00
3	77	COWLES PUBLISHING CO 35192.0301	Private Property	367,330			\$257.13	
					\$257.13		\$257.13	\$0.00
4	62	DIAMOND PARK INC 35184.2907	Private Property	366,250			\$256.38	
					\$256.38		\$256.38	\$0.00
2	51	PAC OPERATING CO 35184.2001	Private Property	229,540			\$252.49	
					\$252.49		\$252.49	\$0.00
2	19	CHANDLER, ROBERT K. & ANNA O. 35192.5322	Private Property	228,390			\$251.23	
					\$251.23		\$251.23	\$0.00
2	44	HOWSER, MARTIN/KENNETH 35191.1907	Private Property	218,880			\$240.77	
					\$240.77		\$240.77	\$0.00
3	77	COWLES PUBLISHING CO 35192.0302	Private Property	341,110			\$238.78	
					\$238.78		\$238.78	\$0.00
2	31	STEAM PLANT SQUARE 35192.5331	Private Property	213,280			\$234.61	
					\$234.61		\$234.61	\$0.00
2	31	STEAM PLANT SQUARE 35192.5330	Private Property	212,710			\$233.98	
					\$233.98		\$233.98	\$0.00
5	2	PASTIME INV II 35183.1301	Private Property	329,100			\$230.37	
					\$230.37		\$230.37	\$0.00
3	79	MYRTLE & EDWIDGE APARTMENTS 35183.1205	Private Property	326,140			\$228.30	
					\$228.30		\$228.30	\$0.00
3	81	CGL PROPERTIES LLC 35192.1301	Private Property	323,560			\$226.49	
					\$226.49		\$226.49	\$0.00
4	72	DIAMOND PARKING INC. 35184.1211	Private Property	322,600			\$225.82	
					\$225.82		\$225.82	\$0.00
5	13	DIAMOND PARKING INC 35183.1406	Private Property	322,400			\$225.68	

Zone	Block	Business Name		Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual	Difference
					\$225.68	\$225.68	\$0.00
2	51	PAC OPERATING CO 35184.2004	Private Property	419 W SPOKANE FALLS BLVD 204,160		\$224.58	
					\$224.58	\$224.58	\$0.00
4	71	UMPQUA BANK 35184.0917	Private Property	214 W RIVERSIDE AVE 312,400		\$218.68	
					\$218.68	\$218.68	\$0.00
2	45	KENNETH W BROOKS TRUST 35191.5517	Private Property	121 S WALL ST ATRIUM BLDG 198,500		\$218.35	
					\$218.35	\$218.35	\$0.00
4	59	ZH INVESTMENTS 35184.2204	Private Property	331 W MAIN AVE 311,740		\$218.22	
					\$218.22	\$218.22	\$0.00
4	62	MORIARTY, MARION 35184.2904	Private Property	326 W SPRAGUE AVE 303,620		\$212.53	
					\$212.53	\$212.53	\$0.00
4	68	SPOKANE SCHOOL DISTRICT #81 35184.0923	Government	247 W MAIN AVE 353,100		\$211.86	
					\$211.86	\$211.86	\$0.00
2	49	WASHINGTON TRUST BANK 35191.5524	Private Property	118 S STEVENS ST 191,900		\$211.09	
					\$211.09	\$211.09	\$0.00
4	64	SPOKANE PARKING LOT LLC 35191.2212	Private Property	303 W SPRAGUE AVE 296,180		\$207.33	
					\$207.33	\$207.33	\$0.00
5	13	TEC INVESTMENTS LLC 35183.1410	Private Property	706 N MONROE ST 289,900		\$202.93	
					\$202.93	\$202.93	\$0.00
2	19	BARNETT PROPERTIES, INC. 35192.1002	Private Property	923 W 1ST AVE 176,840		\$194.52	
					\$194.52	\$194.52	\$0.00
2	48	JJM PROPERTIES 35184.2710	Private Property	517 W RIVERSIDE AVE 170,010		\$187.01	
					\$187.01	\$187.01	\$0.00
4	61	JENSEN BYRD CO 35184.0804	Private Property	314 W RIVERSIDE AVE 262,570		\$183.80	
					\$183.80	\$183.80	\$0.00
4	59	JENSEN BYRD CO 35184.2201	Private Property	317 W MAIN AVE 262,060		\$183.44	
					\$183.44	\$183.44	\$0.00
5	13	GARRAS, BILLY J 35183.1436	Private Property	602 N MONROE ST 261,000		\$182.70	
					\$182.70	\$182.70	\$0.00
2	19	BARNETT PROPERTIES, INC. 35192.1001	Private Property	927 W 1ST AVE 164,260		\$180.69	
					\$180.69	\$180.69	\$0.00
4	64	SDS WENATCHEE,LLC		319 W SPRAGUE AVE			

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
		35191.2203	Private Property	249,150		\$174.41	
					\$174.41	\$174.41	\$0.00
5	22	BUSINESS BUILDING LLC		607 W MALLON AVE			
		35181.0042	Private Property	248,640		\$174.05	
					\$174.05	\$174.05	\$0.00
4	61	ROBERTS/BOTZ/SCHOEDEL/ETAL		324 W RIVERSIDE AVE			
		35184.2210	Private Property	245,060		\$171.54	
					\$171.54	\$171.54	\$0.00
4	59	DIAMOND PARKING		329 W MAIN AVE			
		35184.2203	Private Property	240,360		\$168.25	
					\$168.25	\$168.25	\$0.00
4	59	DIAMOND PARKING INC		315 W MAIN AVE			
		35184.2202	Private Property	240,300		\$168.21	
					\$168.21	\$168.21	\$0.00
1	47	PARKADE INC		511 W MAIN AVE PARKADE PLAZA			
		35184.2412	Private Property	149,600		\$164.56	
					\$164.56	\$164.56	\$0.00
2	51	PAC OPERATING CO		420 W MAIN AVE			
		35184.2010	Private Property	149,260		\$164.19	
					\$164.19	\$164.19	\$0.00
2	55	B & H ENTERPRISES LLC #1		418 W 1ST AVE			
		35191.2103	Private Property	144,860		\$159.35	
					\$159.35	\$159.35	\$0.00
2	51	PAC OPERATING CO		218 N STEVENS ST			
		35184.2006	Private Property	143,330		\$157.66	
					\$157.66	\$157.66	\$0.00
3	82	CGL PROPERTIES LLC		1312 W 1ST AVE			
		35192.0104	Private Property	214,880		\$150.42	
					\$150.42	\$150.42	\$0.00
2	48	JJM PROPERTIES		516 W SPRAGUE AVE			
		35184.2705	Private Property	135,480		\$149.03	
					\$149.03	\$149.03	\$0.00
4	72	ALGER BRISTOL & LOT 82, LLC		215 W RIVERSIDE AVE			
		35184.1206	Private Property	207,900		\$145.53	
					\$145.53	\$145.53	\$0.00
4	72	ALGER BRISTOL & LOT 82 LLC		211 W RIVERSIDE AVE			
		35184.1205	Private Property	207,200		\$145.04	
					\$145.04	\$145.04	\$0.00
2	51	PAC OPERATING CO		426 W MAIN AVE			
		35184.2009	Private Property	130,640		\$143.70	
					\$143.70	\$143.70	\$0.00
4	60	JRD PARKING LLC		307 W MAIN AVE			
		35184.0802	Private Property	202,850		\$142.00	
					\$142.00	\$142.00	\$0.00
4	66	WINTER, BRIAN L & BRUCE L		231 W SPOKANE FALLS BLVD			
		35184.0606	Private Property	200,250		\$140.18	
					\$140.18	\$140.18	\$0.00

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
4	66	WINTER, BRIAN L & BRUCE L 35184.0624	Private Property	237 E TRENT AVE 199,950		\$139.97	
					\$139.97	\$139.97	\$0.00
5	22	WJL LLC 35185.4911	Private Property	621 W MALLON AVE, #UNIT 509 FLOUR MILL CONDOS 198,900		\$139.23	
					\$139.23	\$139.23	\$0.00
1	33	702, LLC 35183.0311	Private Property	702 W MAIN AVE SAAD BLDG 121,940		\$134.13	
					\$134.13	\$134.13	\$0.00
2	48	JJM PROPERTIES 35184.2709	Private Property	514 W SPRAGUE AVE 120,850		\$132.94	
					\$132.94	\$132.94	\$0.00
2	30	SPS INN, L.P. 35192.0902	Private Property	819 W 1ST AVE 116,370		\$128.01	
					\$128.01	\$128.01	\$0.00
3	82	CGL PROPERTIES LLC 35192.0103	Private Property	1318 W 1ST AVE 177,980		\$124.59	
					\$124.59	\$124.59	\$0.00
4	69	ALBISU, CRUZ 35184.0903	Private Property	209 W MAIN AVE 176,500		\$123.55	
					\$123.55	\$123.55	\$0.00
2	8	NEW FOX THEATER LLC 35192.0401	Non-Profit	ADDRESS UNKNOWN 202,750		\$121.65	
					\$121.65	\$121.65	\$0.00
4	64	SPOKANE TEACHERS CREDIT UNION 35191.2211	Private Property	314 W 1ST AVE 173,120		\$121.18	
					\$121.18	\$121.18	\$0.00
4	72	JRD PARKING LLC 35184.1213	Private Property	239 W RIVERSIDE AVE 165,890		\$116.12	
					\$116.12	\$116.12	\$0.00
5	12	KRIER ORCHARDS LLC 35183.1431	Private Property	901 W BROADWAY AVE 165,000		\$115.50	
					\$115.50	\$115.50	\$0.00
5	22	JACKSON, CASEY 35185.4913	Private Property	621 W MALLON AVE, #UNIT 600 FLOUR MILL CONDOS 162,260		\$113.58	
					\$113.58	\$113.58	\$0.00
3	77	COWLES PUBLISHING CO 35192.0303	Private Property	1108 W 1ST AVE 161,210		\$112.85	
					\$112.85	\$112.85	\$0.00
4	67	WINTER, BRIAN L & BRUCE L 35184.0617	Private Property	232 W MAIN AVE 160,900		\$112.63	
					\$112.63	\$112.63	\$0.00
4	67	WINTER, BRIAN L & BRUCE L 35184.0618	Private Property	228 W MAIN AVE 160,900		\$112.63	
					\$112.63	\$112.63	\$0.00
4	68	ALBISU, CRUZ 35184.0904	Private Property	215 W MAIN AVE 159,400		\$111.58	

Zone	Block	Business Name		Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual	Difference
					\$111.58	\$111.58	\$0.00
4	62	JOEL & JON DIAMOND LLC 35184.2906	Private Property	330 W SPRAGUE AVE 151,970		\$106.38	
					\$106.38	\$106.38	\$0.00
4	62	331-335 W RIVERSIDE AVE LLC 35184.2905	Private Property	331 W RIVERSIDE AVE 151,700		\$106.19	
					\$106.19	\$106.19	\$0.00
4	61	LEGION LLC 35184.2208	Private Property	332 W RIVERSIDE AVE LEGION BLDG 146,410		\$102.49	
					\$102.49	\$102.49	\$0.00
4	61	LEGION LLC 35184.2209	Private Property	334 W RIVERSIDE AVE 146,410		\$102.49	
					\$102.49	\$102.49	\$0.00
5	13	JAMES M KRIER 35183.1438	Private Property	618 N MONROE ST 144,200		\$100.94	
					\$100.94	\$100.94	\$0.00
4	63	GB DOW INVESTMENTS LLC 35184.1302	Private Property	301 W RIVERSIDE AVE 143,300		\$100.31	
					\$100.31	\$100.31	\$0.00
2	19	VIC B. LINDEN 35192.5323	Private Property	122 S LINCOLN ST 91,010		\$100.11	
					\$100.11	\$100.11	\$0.00
3	83	CGL PROPERTIES LLC 35192.5335	Private Property	116 S ADAMS ST 136,950		\$95.87	
					\$95.87	\$95.87	\$0.00
5	13	SCHMELZER, ALLEN D & JERI ANN 35183.0095	Private Property	609 N MONROE ST 136,500		\$95.55	
					\$95.55	\$95.55	\$0.00
3	6	HEYLMAN PROPERTIES 35183.2241	Private Property	124 N WRIGHT AVE 132,580		\$92.81	
					\$92.81	\$92.81	\$0.00
4	64	DIAMOND FAMILY INVESTMENT 35191.2207	Private Property	309 W SPRAGUE AVE 131,500		\$92.05	
					\$92.05	\$92.05	\$0.00
4	59	DIAMOND PARKING 35184.2206	Private Property	116 N WASHINGTON ST 129,070		\$90.35	
					\$90.35	\$90.35	\$0.00
5	12	NORTH BY NORTHWEST PARTNERS LLC 35183.1433	Private Property	909 W BROADWAY AVE 128,800		\$90.16	
					\$90.16	\$90.16	\$0.00
2	9	GVD PARTNERS LP 35192.5355	Private Property	1020 W RAILROAD AVE RAILSIDE CENTER 81,590		\$89.75	
					\$90.00	\$89.75	\$0.25
5	13	DIAMOND PARKING INC. 35183.1414	Private Property	605 N LINCOLN ST 125,600		\$87.92	
					\$90.00	\$87.92	\$2.08
5	22	FM 603 LLC		621 W MALLON AVE, #603 FLOUR MILL CONDOS			

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
		35185.4915	Private Property	125,570		\$87.90	
					\$90.00	\$87.90	\$2.10
5	4	LOW, JERALD		625 N MONROE ST			
		35183.0023	Private Property	124,800		\$87.36	
					\$90.00	\$87.36	\$2.64
5	22	DON L KELLEY / JERYL PHILLIPS - JTWROS		621 W MALLON AVE, #UNIT 607 FLOUR MILL CONDOS			
		35185.4917	Private Property	120,750		\$84.53	
					\$90.00	\$84.53	\$5.48
2	9	GVD PARTNERS LP		121 S MADISON ST			
		35192.5350	Private Property	73,580		\$80.94	
					\$90.00	\$80.94	\$9.06
3	6	HEYLMAN PROPERTIES		0 UNKNOWN			
		35183.2243	Private Property	113,400		\$79.38	
					\$90.00	\$79.38	\$10.62
3	81	PACIFIC PAK		124 S JEFFERSON ST			
		35192.5327	Private Property	111,800		\$78.26	
					\$90.00	\$78.26	\$11.74
1	47	SURE WOULD LLC/1953 BOX LLC		112 N HOWARD ST			
		35184.2414	Private Property	66,280		\$72.91	
					\$90.00	\$72.91	\$17.09
3	83	WELLS, R RONALD & JULIE W		1313 W 1ST AVE			
		35192.1402	Private Property	104,150		\$72.91	
					\$90.00	\$72.91	\$17.10
4	72	ALGER BRISTOL & LOT 82, LLC		224 W SPRAGUE AVE			
		35184.1208	Private Property	102,200		\$71.54	
					\$90.00	\$71.54	\$18.46
3	85	PARTS WHOLESALERS, INC.		1411 W 1ST AVE			
		25241.1203	Private Property	102,050		\$71.44	
					\$90.00	\$71.44	\$18.57
3	81	MIKALSON, JOFREDA H		1223 W 1ST AVE			
		35192.1302	Private Property	100,650		\$70.46	
					\$90.00	\$70.46	\$19.55
3	81	PACIFIC PAK INC		124 S JEFFERSON ST			
		35192.5329	Private Property	94,900		\$66.43	
					\$90.00	\$66.43	\$23.57
5	22	MURRAY, SCOTT M & KAYCEE		621 W MALLON AVE, #UNIT 608 FLOUR MILL CONDOS			
		35185.4918	Private Property	94,560		\$66.19	
					\$90.00	\$66.19	\$23.81
5	22	HARLAND, BRADLEY D & JODI L		621 W MALLON AVE, #UNIT 601 FLOUR MILL CONDOS			
		35185.4914	Private Property	92,970		\$65.08	
					\$90.00	\$65.08	\$24.92
3	81	PACIFIC PAK INC		1204 W RAILROAD AVE			
		35192.5328	Private Property	91,900		\$64.33	
					\$90.00	\$64.33	\$25.67
4	67	WINTER, BRIAN L & BRUCE		236 W MAIN AVE			
		35184.0616	Private Property	90,700		\$63.49	

Zone	Block	Business Name		Property Address			
		Parcel Nbr	Description	Units	Assessment	Actual	Difference
					\$90.00	\$63.49	\$26.51
5	13	DIAMOND PARKING INC. 35183.1428	Private Property	610 N MONROE ST 90,600		\$63.42	
					\$90.00	\$63.42	\$26.58
5	13	SHOFAR ENTERPRISES LLC 35183.1409	Private Property	710 N MONROE ST 87,900		\$61.53	
					\$90.00	\$61.53	\$28.47
3	85	PARTS WHOLESALERS, INC. 25241.1202	Private Property	ADDRESS UNKNOWN 81,580		\$57.11	
					\$90.00	\$57.11	\$32.89
4	67	WINTER, BRIAN L & BRUCE L 35184.0620	Private Property	ADDRESS UNKNOWN 80,500		\$56.35	
					\$90.00	\$56.35	\$33.65
5	13	GARRAS, BILLY J 35183.1427	Private Property	601 N LINCOLN ST 79,200		\$55.44	
					\$90.00	\$55.44	\$34.56
3	83	WELLS, JULIE W. 35192.5337	Private Property	121 S CEDAR ST 79,200		\$55.44	
					\$90.00	\$55.44	\$34.56
4	67	WINTER, BRIAN L & BRUCE L 35184.0615	Private Property	241 E TRENT AVE 70,300		\$49.21	
					\$90.00	\$49.21	\$40.79
5	22	HARLAND, BRADLEY D & JODI L 35185.4916	Private Property	621 W MALLON AVE, #UNIT 606 FLOUR MILL CONDOS 69,340		\$48.54	
					\$90.00	\$48.54	\$41.46
5	22	AVISTA CORPORATION 35184.0026	Private Property	VACANT LAND 67,860		\$47.50	
					\$90.00	\$47.50	\$42.50
4	72	ALGER BRISTOL & LOT 82 LLC 35184.1204	Private Property	209 W RIVERSIDE AVE 67,000		\$46.90	
					\$90.00	\$46.90	\$43.10
5	13	DIAMOND PARKING INC. 35183.1418	Private Property	ADDRESS UNKNOWN 66,500		\$46.55	
					\$90.00	\$46.55	\$43.45
5	13	DIAMOND PARKING INC 35183.1429	Private Property	ADDRESS UNKNOWN 66,000		\$46.20	
					\$90.00	\$46.20	\$43.80
5	22	LKG PROPERTIES 35185.4909	Private Property	621 W MALLON AVE, #UNIT 505 FLOUR MILL CONDOS 56,180		\$39.33	
					\$90.00	\$39.33	\$50.67
3	79	WELLS/WATTS/BARRETT/MANN 35183.1204	Private Property	1218 W SPRAGUE AVE 55,700		\$38.99	
					\$90.00	\$38.99	\$51.01
4	72	ALGER BRISTOL & LOT 82, LLC 35184.1202	Private Property	203 W RIVERSIDE AVE 55,650		\$38.96	
					\$90.00	\$38.96	\$51.05
5	22	MORCA INVESTMENTS CO		621 W MALLON AVE, #102 FLOUR MILL CONDOS			

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
		35185.4927	Private Property	50,700		\$35.49	
					\$90.00	\$35.49	\$54.51
3	79	WELLS/WATTS/BARRETT/MANN		1222 W SPRAGUE AVE			
		35183.1206	Private Property	46,700		\$32.69	
					\$90.00	\$32.69	\$57.31
5	22	ELG, SUSAN K & KARL R		621 W MALLON AVE, #UNIT 609 FLOUR MILL CONDOS			
		35185.4919	Private Property	45,220		\$31.65	
					\$90.00	\$31.65	\$58.35
5	22	O'BRIEN, TIMOTHY & RANDI K		621 W MALLON AVE, #UNIT 503 FLOUR MILL CONDOS			
		35185.4908	Private Property	44,450		\$31.12	
					\$90.00	\$31.12	\$58.89
5	22	ELG, SUSAN & KARL R		621 W MALLON AVE, #UNIT 610 FLOUR MILL CONDOS			
		35185.4920	Private Property	43,880		\$30.72	
					\$90.00	\$30.72	\$59.28
5	22	MAYKEN SPOKANE LLC		621 W MALLON AVE, #UNIT 515 FLOUR MILL CONDOS			
		35185.4912	Private Property	43,550		\$30.49	
					\$90.00	\$30.49	\$59.52
3	6	RIVERFALL TOWER DEVELOPMENT		1301 W MAIN AVE			
		35183.2225	Private Property	41,250		\$28.88	
					\$90.00	\$28.88	\$61.13
5	13	DIAMOND PARKING INC		714 N MONROE ST			
		35183.1408	Private Property	40,100		\$28.07	
					\$90.00	\$28.07	\$61.93
5	22	MAYKEN SPOKANE LLC		621 W MALLON AVE, #UNIT 514 FLOUR MILL CONDOS			
		35185.4926	Private Property	34,240		\$23.97	
					\$90.00	\$23.97	\$66.03
5	22	MAYKEN SPOKANE LLC		621 W MALLON AVE, #UNIT 507 FLOUR MILL CONDOS			
		35185.4910	Private Property	31,110		\$21.78	
					\$90.00	\$21.78	\$68.22
5	22	MORCA INVESTMENTS CO		621 W MALLON AVE, #UNIT 100 FLOUR MILL CONDOS			
		35185.4923	Private Property	28,150		\$19.71	
					\$90.00	\$19.71	\$70.30
5	22	FLOUR MILL BLDG CONDO ASSOC		621 W MALLON AVE, #UNIT 21 FLOUR MILL CONDOS			
		35185.4921	Private Property	27,000		\$18.90	
					\$90.00	\$18.90	\$71.10
5	22	OFFICE SPACE LLC		621 W MALLON AVE, #UNIT 502 FLOUR MILL CONDOS			
		35185.4925	Private Property	26,630		\$18.64	
					\$90.00	\$18.64	\$71.36
3	6	HEYLMAN PROPERTIES		124 N WRIGHT AVE			
		35183.2235	Private Property	25,200		\$17.64	
					\$90.00	\$17.64	\$72.36
3	78	SPOKANE MILLENNIAL PROPERTIES, LLC		1118 W RAILROAD AVE			
		35192.1210	Private Property	25,000		\$17.50	
					\$90.00	\$17.50	\$72.50
5	22	OFFICE SPACE LLC		621 W MALLON AVE, #UNIT 501 FLOUR MILL CONDOS			
		35185.4924	Private Property	20,190		\$14.13	

Zone	Block	Business Name		Property Address			Difference
		Parcel Nbr	Description	Units	Assessment	Actual	
					\$90.00	\$14.13	\$75.87
2	51	PAC OPERATING CO		ADDRESS UNKNOWN			
		35184.2011	Private Property	660		\$0.73	
					\$90.00	\$0.73	\$89.27
					\$581,967.89	\$579,982.23	\$1,985.66

Downtown Improvement District Tenant Assessment Roll - By Assessment



Zone	Block	Business Name	Property Address	Units	Assessment	Actual	Difference
		Description					
1	26	Nordstrom	828 W Main Ave RPS				
		Retail Skywalk		43,000		\$9,460.00	
		Retail Ground		43,000		\$9,460.00	
		Retail Upper		43,000		\$3,870.00	
					\$22,790.00	\$22,790.00	\$0.00
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	40 W SPOKANE FALLS BLVD				
		Public Facilities District		50,449		\$15,639.13	
					\$15,639.13	\$15,639.13	\$0.00
4	57	Davenport Grand Hotel	333 W Spokane Falls Blvd				
		Hotels & Motels		716		\$14,320.00	
					\$14,320.00	\$14,320.00	\$0.00
2	7	Chronicle Production Facility	1 N Monroe St				
		Manufacturing		140,000		\$11,200.00	
					\$11,200.00	\$11,200.00	\$0.00
2	69	601 SPOKANE OFFICE CONDO OWNERS ASSOC	601 W 1ST AVE WELLS FARGO FC				
		Residential		18,031		\$10,818.42	
					\$10,818.42	\$10,818.42	\$0.00
5	22	UPPER FALLS LLC	UNKNOWN UPPER FALLS CONDOS				
		Residential		25,535		\$10,214.16	
					\$10,214.16	\$10,214.16	\$0.00
1	41	Umpqua Bank	111 N Wall St Sterling Savings				
		Office Ground		19,416		\$2,329.92	
		Office Basement		22,603		\$2,034.27	
		Office Upper		63,000		\$5,670.00	
					\$10,034.19	\$10,034.19	\$0.00
2	37	Washington Trust Bank	717 W Sprague Ave, #100+ WTFC				
		Office Ground		84,969		\$9,346.59	
					\$9,346.59	\$9,346.59	\$0.00
5	24	RL Spokane LLC	303 W North River Dr				
		Hotels & Motels		402		\$8,040.00	
					\$8,040.00	\$8,040.00	\$0.00
4	25	Doubletree by Hilton Hotel	322 N Spokane Falls Ct				
		Hotels & Motels		367		\$7,340.00	
					\$7,340.00	\$7,340.00	\$0.00
1	27	LOFTS AT RIVER PARK SQUARE CONDO ASSOC	825 W MAIN AVE W 809 CONDOS				
		Residential		11,595		\$6,956.88	
					\$6,956.88	\$6,956.88	\$0.00
2	31	Davenport Tower	110 S Post St Davenport Tower				
		Hotels & Motels		328		\$6,560.00	
					\$6,560.00	\$6,560.00	\$0.00
4	25	CITY OF SPOKANE	310 N POST ST				
		Public Parks		43		\$6,405.00	
					\$6,405.00	\$6,405.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	31	Davenport Historic Hotel Hotels & Motels	10 S Post St Davenport Hotel 284		\$5,680.00	
				\$5,680.00	\$5,680.00	\$0.00
2	43	Bank of America Office Ground	601 W Riverside Ave, #Lobby Bank Of America FC 48,404		\$5,324.44	
				\$5,324.44	\$5,324.44	\$0.00
4	22	SPOKANE PUBLIC FACILITIES DISTRICT Public Facilities District	334 W SPOKANE FALLS BLVD 16,886		\$5,234.57	
				\$5,234.57	\$5,234.57	\$0.00
1	34	Travelers Property Casualty Office Upper Office Upper	707 W Main Ave, #300 & 400 Crescent Court 17,160 40,000		\$1,544.40 \$3,600.00	
				\$5,144.40	\$5,144.40	\$0.00
3	80	KHQ Inc Office Ground Office Upper Commercial Parking	1201 W Sprague Ave 34,245 21,329 78		\$3,082.05 \$1,493.03 \$156.00	
				\$4,731.08	\$4,731.08	\$0.00
2	38	Pyrotek Inc Office Upper Office Ground	705 W 1st Ave 40,206 13,402		\$3,216.48 \$1,474.22	
				\$4,690.70	\$4,690.70	\$0.00
2	17	Cowles Publishing Company Office Upper	999 W Riverside Ave 58,204		\$4,656.32	
				\$4,656.32	\$4,656.32	\$0.00
1	27	MUV Fitness Retail Skywalk	809 W Main Ave, #212 W 809 Bldg 20,390		\$4,485.80	
				\$4,485.80	\$4,485.80	\$0.00
4	62	Dania Furniture Retail Upper Retail Ground	319 W Riverside Ave 42,200 12,800		\$2,954.00 \$1,280.00	
				\$4,234.00	\$4,234.00	\$0.00
1	47	Rite-Aid Drugs, Inc. Retail Ground	112 N Howard St, #115 Parkade Plaza 18,821		\$4,140.62	
				\$4,140.62	\$4,140.62	\$0.00
1	26	Riverpark Square-Parking Garage Commercial Parking	814 W Main Ave, RPS 1,350		\$4,050.00	
				\$4,050.00	\$4,050.00	\$0.00
1	26	AMC Theatres Riverpark Square 20 Theaters	808 W Main Ave, #334, RPS 1,586		\$3,965.00	
				\$3,965.00	\$3,965.00	\$0.00
2	53	US Bank of Washington Office Upper Office Upper Office Ground	422 W Riverside Ave, #100 USBank Bldg 11,973 14,940 13,009		\$957.84 \$1,195.20 \$1,430.99	
				\$3,584.03	\$3,584.03	\$0.00
1	34	Umpqua Bank Office Upper Office Upper	707 W Main Ave, #450 & 550 Crescent Court 12,395 21,227		\$1,115.55 \$1,910.43	
				\$3,025.98	\$3,025.98	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
4	62	THE LOFTS AT THE MORGAN BLDG OWNRS ASSOC Residential	7,177		\$2,870.60	
				\$2,870.60	\$2,870.60	\$0.00
1	47	Parkade, Inc Commercial Parking	944		\$2,832.00	
				\$2,832.00	\$2,832.00	\$0.00
2	45	Wells Fargo Corporate Properties Office Upper Office Ground Office Upper	5,635 5,666 21,942		\$450.80 \$623.26 \$1,755.36	
				\$2,829.42	\$2,829.42	\$0.00
2	43	Lee & Hayes PLLC Office Upper	31,679		\$2,534.32	
				\$2,534.32	\$2,534.32	\$0.00
2	43	Clearwater Paper Corp Office Upper Office Upper	15,698 15,840		\$1,255.84 \$1,267.20	
				\$2,523.04	\$2,523.04	\$0.00
5	24	Oxford Suites Downtown Hotels & Motels	125		\$2,500.00	
				\$2,500.00	\$2,500.00	\$0.00
2	18	Western United Life Assurance Company Office Ground Office Upper Office Basement	8,824 10,878 4,950		\$970.64 \$870.24 \$396.00	
				\$2,236.88	\$2,236.88	\$0.00
1	34	Umpqua Bank Office Upper	24,140		\$2,172.60	
				\$2,172.60	\$2,172.60	\$0.00
1	33	Pottery Barn Retail Ground	9,625		\$2,117.50	
				\$2,117.50	\$2,117.50	\$0.00
1	34	Travelers Property Casualty Office Upper	23,518		\$2,116.62	
				\$2,116.62	\$2,116.62	\$0.00
2	53	Witherspoon Kelley Office Upper Office Upper Office Upper Office Upper	296 3,053 10,967 519		\$23.68 \$244.24 \$877.36 \$41.52	
				\$2,064.16	\$1,186.80	\$877.36
2	54	Inland Northwest Bank Office Upper Office Upper Office Ground	459 1,795 16,672		\$36.72 \$143.60 \$1,833.92	
				\$2,014.24	\$2,014.24	\$0.00
3	78	Lucky Leaf Co Retail Ground	19,428		\$1,942.80	
				\$1,942.80	\$1,942.80	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	47	Sport Town	511 W Main Ave			
		Retail Ground	8,800		\$1,936.00	
				\$1,936.00	\$1,936.00	\$0.00
2	9	RAILSIDE CENTER CONDO ASSOCIATION	1016 W RAILROAD AVE RAILSIDE CENTER			
		Residential	3,225		\$1,935.23	
				\$1,935.23	\$1,935.23	\$0.00
1	26	GAP/Gap Kids	808 W Main Ave, #231, RPS			
		Retail Skywalk	8,790		\$1,933.80	
				\$1,933.80	\$1,933.80	\$0.00
1	42	Intermountain Community Bank	618 W Riverside Ave			
		Office Ground	15,850		\$1,902.00	
				\$1,902.00	\$1,902.00	\$0.00
2	50	Kershaw's Inc.	119 S Howard St			
		Office Upper	10,000		\$800.00	
		Office Ground	10,000		\$1,100.00	
				\$1,900.00	\$1,900.00	\$0.00
1	34	Red Robin International Inc	725 W Main Ave Crescent Court			
		Retail Ground	8,632		\$1,899.04	
				\$1,899.04	\$1,899.04	\$0.00
2	43	Moss Adams LLP	601 W Riverside Ave, #1800 Bank Of America FC			
		Office Upper	22,732		\$1,818.56	
				\$1,818.56	\$1,818.56	\$0.00
4	57	Davenport Grand Hotel	333 W Spokane Falls Blvd			
		Commercial Parking	900		\$1,800.00	
				\$1,800.00	\$1,800.00	\$0.00
1	27	P.F. Chang's China Bistro	801 W Main Ave W 809 Bldg			
		Retail Ground	8,133		\$1,789.26	
				\$1,789.26	\$1,789.26	\$0.00
2	43	Winston & Cashatt PS	601 W Riverside Ave, #1900 Bank Of America FC			
		Office Upper	21,658		\$1,732.64	
				\$1,732.64	\$1,732.64	\$0.00
1	26	Twigs Bistro & Martini Bar	808 W Main Ave, #322 RPS			
		Retail Skywalk	7,672		\$1,687.84	
				\$1,687.84	\$1,687.84	\$0.00
1	39	Montvale Event Center	1017 W 1st Ave Railside Center			
		Retail Upper	5,878		\$529.02	
		Retail Ground	5,241		\$1,153.02	
				\$1,682.04	\$1,682.04	\$0.00
4	64	HUTTON BUILDING OWNERS ASSOCIATION	9 S WASHINGTON AVE			
		Residential	4,171		\$1,668.32	
				\$1,668.32	\$1,668.32	\$0.00
1	33	The North Face	714 W Main Ave, #121 RPS			
		Retail Ground	7,381		\$1,623.82	
				\$1,623.82	\$1,623.82	\$0.00
2	49	RIDPATH TOWER CONDOMINIUM ASSOCIATION	514 W 1ST AVE			
		Residential	2,640		\$1,584.12	
				\$1,584.12	\$1,584.12	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	26	Tomato Street	808 W Main Ave, #106 RPS			
		Retail Ground	7,088		\$1,559.36	
				\$1,559.36	\$1,559.36	\$0.00
1	33	Apple Inc	710 W Main Ave, #123 RPS			
		Retail Ground	7,059		\$1,552.98	
				\$1,552.98	\$1,552.98	\$0.00
3	85	Automotive Jobber Supply	125 S Walnut St			
		Retail Ground	900		\$90.00	
		Office Ground	16,000		\$1,440.00	
				\$1,530.00	\$1,530.00	\$0.00
4	61	Jensen Distribution Services	314 W Riverside Ave			
		Office Ground	17,000		\$1,530.00	
				\$1,530.00	\$1,530.00	\$0.00
1	28	Banner Bank	802 W Riverside Ave, #100 Banner Bank Bldg			
		Office Ground	12,724		\$1,526.88	
				\$1,526.88	\$1,526.88	\$0.00
1	33	Urban Outfitters	702 W Main Ave Saad Bldg			
		Retail Ground	6,909		\$1,519.98	
				\$1,519.98	\$1,519.98	\$0.00
2	43	Merrill Lynch, Pierce, Fenner & Smith Inc	601 W Riverside Ave, #300 Bank Of America FC			
		Office Upper	18,477		\$1,478.16	
				\$1,478.16	\$1,478.16	\$0.00
1	41	Umpqua Bank	111 N Wall St Sterling Savings			
		Office Skywalk	12,281		\$1,473.72	
				\$1,473.72	\$1,473.72	\$0.00
2	37	Paine Hamblen LLP	717 W Sprague Ave, #1200 & 1400 WTFC			
		Office Upper	11,130		\$890.40	
		Office Upper	7,042		\$563.36	
				\$1,453.76	\$1,453.76	\$0.00
1	33	Banana Republic	722 W Main Ave, #115 RPS			
		Retail Ground	6,519		\$1,434.18	
				\$1,434.18	\$1,434.18	\$0.00
1	41	JP Morgan Chase Bank	601 W Main Ave, #1,105,300 Chase			
		Office Ground	6,104		\$732.48	
		Office Ground	5,610		\$673.20	
				\$1,405.68	\$1,405.68	\$0.00
4	22	DR SPOKANE CITY CENTER LLC	UNKNOWN			
		Public Facilities District	4,500		\$1,395.00	
				\$1,395.00	\$1,395.00	\$0.00
2	17	Eide Bailly LLP	999 W Riverside Ave, #200			
		Office Upper	17,326		\$1,386.08	
				\$1,386.08	\$1,386.08	\$0.00
2	37	Lukis & Annis Law Offices	717 W Sprague Ave, #1600 WTFC			
		Office Upper	17,267		\$1,381.36	
				\$1,381.36	\$1,381.36	\$0.00
2	43	CliftonLarsonAllen LLP	601 W Riverside Ave, #700 Bank Of America FC			
		Office Upper	17,086		\$1,366.88	
				\$1,366.88	\$1,366.88	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	56	MINNESOTA/OAKLEY CONDO OWNERS ASSOC	417 W 1ST AVE MINNESOTA BLDG			
		Residential	2,241		\$1,344.84	
				\$1,344.84	\$1,344.84	\$0.00
3	84	Integrus Architecture	10 S Cedar St			
		Office Ground	8,333		\$749.97	
		Office Upper	7,510		\$525.70	
				\$1,275.67	\$1,275.67	\$0.00
1	34	The Melting Pot	707 W Main Ave, #C1 Crescent Court			
		Retail Skywalk	5,610		\$1,234.20	
				\$1,234.20	\$1,234.20	\$0.00
1	26	Sushi Maru	808 W Main Ave, #105 RPS			
		Retail Ground	5,600		\$1,232.00	
				\$1,232.00	\$1,232.00	\$0.00
4	22	SPOKANE PUBLIC FACILITIES DISTRICT	UNKNOWN			
		Public Facilities District	3,961		\$1,227.97	
				\$1,227.97	\$1,227.97	\$0.00
1	42	WSU Connections / WSU Athletics	618 W Riverside Ave, #102			
		Retail Ground	5,535		\$1,217.70	
				\$1,217.70	\$1,217.70	\$0.00
2	51	ALSC Architects	203 N Washington, #400 Liberty Bldg			
		Office Upper	14,707		\$1,176.56	
				\$1,176.56	\$1,176.56	\$0.00
3	79	RIVERSIDE COURT TOWNHOUSES	1220 W RIVERSIDE AVE			
		Residential	2,920		\$1,168.00	
				\$1,168.00	\$1,168.00	\$0.00
5	22	Spokane Federal Credit Union	601 W Mallon Ave			
		Office Ground	12,828		\$1,154.52	
				\$1,154.52	\$1,154.52	\$0.00
2	36	Coffman Engineers	10 N Post St, #500-550 Peyton Bldg			
		Office Upper	14,296		\$1,143.68	
				\$1,143.68	\$1,143.68	\$0.00
2	45	Potlatch Corporation	601 W 1st Ave, #901, 1500, 1600 Wells Fargo FC			
		Office Upper	13,699		\$1,095.92	
				\$1,095.92	\$1,095.92	\$0.00
2	48	Columbia State Bank	505 W Riverside Ave, #100 Fernwell Bldg			
		Office Ground	6,888		\$757.68	
		Office Upper	4,144		\$331.52	
				\$1,089.20	\$1,089.20	\$0.00
2	43	Randall & Danskin PS	601 W Riverside Ave, #1500 Bank Of America FC			
		Office Upper	13,287		\$1,062.96	
				\$1,062.96	\$1,062.96	\$0.00
2	38	Northwest Vital Records Center Inc	124 S Wall St			
		Office Upper	13,000		\$1,040.00	
				\$1,040.00	\$1,040.00	\$0.00
1	46	Rocky Rococo	520 W Main Ave Bennett Block			
		Retail Ground	4,711		\$1,036.42	
				\$1,036.42	\$1,036.42	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	56	FIRST @ WASHINGTON CONDO OWNERS ASSOC	401 W 1ST AVE FIRST @ WASHINGTON			
		Residential	1,724		\$1,034.34	
				\$1,034.34	\$1,034.34	\$0.00
1	26	Williams-Sonoma	818 W Main Ave, #110, RPS			
		Retail Ground	4,699		\$1,033.78	
				\$1,033.78	\$1,033.78	\$0.00
1	41	ICM Asset Management	601 W Main Ave, #900 Chase			
		Office Upper	5,772		\$519.48	
		Office Upper	5,613		\$505.17	
				\$1,024.65	\$1,024.65	\$0.00
2	43	Randall & Hurley	601 W Riverside Ave, #1600 Bank Of America FC			
		Office Upper	12,590		\$1,007.20	
				\$1,007.20	\$1,007.20	\$0.00
5	21	Anthony's Homeport at Spokane Falls	510 N Lincoln St			
		Retail Upper	2,038		\$142.66	
		Retail Ground	8,632		\$863.20	
				\$1,005.86	\$1,005.86	\$0.00
1	28	Moloney & O'Neill	818 W Riverside Ave, #700 Lincoln Plaza			
		Office Upper	11,064		\$995.76	
				\$995.76	\$995.76	\$0.00
1	33	Jos. A. Bank	706 W Main Ave, #125 RPS			
		Retail Ground	4,482		\$986.04	
				\$986.04	\$986.04	\$0.00
2	51	Auntie's Bookstore	402 W Main Ave, #1st FI Liberty Bldg			
		Retail Ground	8,159		\$979.08	
				\$979.08	\$979.08	\$0.00
1	26	Athleta	808 W Main Ave, #235 RPS			
		Retail Skywalk	4,400		\$968.00	
				\$968.00	\$968.00	\$0.00
2	29	Hotel Lusso	808 W Sprague Ave			
		Hotels & Motels	48		\$960.00	
				\$960.00	\$960.00	\$0.00
2	45	Regus	601 W 1st Ave, #1400 Wells Fargo FC			
		Office Upper	12,000		\$960.00	
				\$960.00	\$960.00	\$0.00
1	41	Kiemle & Hagood Company	601 W Main Ave, #400 Chase			
		Office Upper	10,556		\$950.04	
				\$950.04	\$950.04	\$0.00
3	80	BLUE CHIP LOFT CONDOMINIUMS	1221 W RAILROAD ALLEY BLUE CHIP LOFT			
		Residential	2,370		\$947.84	
				\$947.84	\$947.84	\$0.00
2	53	Northwest Open Access Network	422 W Riverside Ave, #408 USBank Bldg			
		Office Upper	720		\$57.60	
		Office Upper	10,960		\$876.80	
				\$934.40	\$934.40	\$0.00
5	24	Red Lion Hotels Corporation	201 W North River Dr, #200 RLH Bldg			
		Office Upper	13,265		\$928.55	
				\$928.55	\$928.55	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	26	Tortilla Union	822 W Main Ave, #109, RPS			
		Retail Ground	4,200		\$924.00	
				\$924.00	\$924.00	\$0.00
5	24	Pier One Import Mart	101 W North River Dr, #001 River's Edge Bldg			
		Retail Ground	9,234		\$923.40	
				\$923.40	\$923.40	\$0.00
1	41	Wells St. John	601 W Main Ave, #600 Chase			
		Office Upper	10,106		\$909.54	
				\$909.54	\$909.54	\$0.00
2	43	DA Davidson	601 W Riverside Ave, #800 Bank Of America FC			
		Office Upper	11,356		\$908.48	
				\$908.48	\$908.48	\$0.00
5	13	Metro Home Furniture on Consignment	604 N Monroe St			
		Retail Ground	9,000		\$900.00	
				\$900.00	\$900.00	\$0.00
3	83	Spokane Home Health Care, Inc.	1309 W 1st Ave			
		Office Ground	10,000		\$900.00	
				\$900.00	\$900.00	\$0.00
1	46	O'Doherty's Irish Grille	525 W Spokane Falls Blvd			
		Retail Ground	4,000		\$880.00	
				\$880.00	\$880.00	\$0.00
2	38	Ruby2	123 S Post St.			
		Hotels & Motels	44		\$880.00	
				\$880.00	\$880.00	\$0.00
3	77	Cowles Publishing Co.	1103 W Sprague Ave.			
		Office Ground	9,715		\$874.35	
				\$874.35	\$874.35	\$0.00
4	61	Imprezzio Solutions	108 N Washington St, #600 - 700 Legion Bldg			
		Office Upper	12,431		\$870.17	
				\$870.17	\$870.17	\$0.00
1	28	Evans, Craven & Lackie PS	818 W Riverside Ave, #250 Lincoln Plaza			
		Office Upper	9,613		\$865.17	
				\$865.17	\$865.17	\$0.00
4	66	Azteca	245 W Spokane Falls Blvd			
		Office Upper	2,000		\$140.00	
		Retail Ground	7,200		\$720.00	
				\$860.00	\$860.00	\$0.00
1	28	SRM Development LLC	111 N Post St, #200 Banner Bank Bldg			
		Office Upper	9,425		\$848.25	
				\$848.25	\$848.25	\$0.00
1	26	Anderson & Emami	814 W Main Ave, #111, RPS			
		Retail Ground	3,835		\$843.70	
				\$843.70	\$843.70	\$0.00
1	34	Lululemon	707 W Main Ave Crescent Court			
		Retail Ground	3,812		\$838.64	
				\$838.64	\$838.64	\$0.00
5	24	Red Lion Hotels Corporation	201 W North River Dr, #100 RLH Bldg			
		Office Ground	9,308		\$837.72	
				\$837.72	\$837.72	\$0.00

Zone	Block	Business Name	Description	Property Address	Units	Assessment	Actual	Difference
1	26	Sephora	Retail Skywalk	808 W Main Ave, #233 RPS	3,788		\$833.36	
						\$833.36	\$833.36	\$0.00
2	45	Shell Energy North America - Oil Company	Office Upper	601 W 1st Ave, #1700 Wells Fargo	10,374		\$829.92	
						\$829.92	\$829.92	\$0.00
1	26	Chico's	Retail Ground	808 W Main Ave, #101, RPS	3,712		\$816.64	
						\$816.64	\$816.64	\$0.00
1	34	Ridler Piano Bar	Retail Ground	718 W Riverside Ave 718 Bldg	3,708		\$815.76	
						\$815.76	\$815.76	\$0.00
3	6	North Coast Life Insurance	Office Upper	1116 W Riverside Ave	11,488		\$804.16	
						\$804.16	\$804.16	\$0.00
5	2	Milford's Fish House	Retail Ground	719 N Monroe St	8,000		\$800.00	
						\$800.00	\$800.00	\$0.00
1	46	Carhartt	Retail Ground	530 W Main Ave Bennett Block	3,600		\$792.00	
						\$792.00	\$792.00	\$0.00
2	18	The Knitting Factory	Retail Ground	919 W Sprague Ave Western Center	6,573		\$788.76	
						\$788.76	\$788.76	\$0.00
1	28	Lincoln Parking Garage	Commercial Parking	818 W Riverside Ave, #300 Lincoln Plaza	260		\$780.00	
						\$780.00	\$780.00	\$0.00
2	43	UBS	Office Upper	601 W Riverside Ave, #1200 Bank Of America FC	9,563		\$765.04	
						\$765.04	\$765.04	\$0.00
2	17	Cowles Company - Corporate	Office Upper	999 W Riverside Ave, #600	9,538		\$763.04	
						\$763.04	\$763.04	\$0.00
2	43	BDO USA LLP	Office Upper	601 W Riverside Ave, #900 Bank Of America FC	9,446		\$755.68	
						\$755.68	\$755.68	\$0.00
5	24	HomeStreet Bank	Office Upper	201 W North River Dr, #600 RLH Bldg	10,711		\$749.77	
						\$749.77	\$749.77	\$0.00
1	47	Dodson's Jewelers	Retail Ground	516 W Riverside Ave	3,400		\$748.00	
						\$748.00	\$748.00	\$0.00
1	32	Womer & Associates	Office Upper	221 N Wall St, #600 Old City Hall	8,272		\$744.48	
						\$744.48	\$744.48	\$0.00
1	28	Chapter & Verse	Office Upper	111 N Post St, #400 Banner Bank Bldg	8,217		\$739.53	
						\$739.53	\$739.53	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	29	Spokane College of English Language Office Upper	718 W Riverside Ave, #200 718 Bldg 8,072		\$726.48	
				\$726.48	\$726.48	\$0.00
2	48	Fernwell Executive Suites Office Upper	505 W Riverside Ave, #500 Fernwell Bldg 9,058		\$724.64	
				\$724.64	\$724.64	\$0.00
1	40	MW Consulting Engineers Office Upper Office Upper	222 N Wall St, #200 & 416 Wheatland FC 7,023 1,020		\$632.07 \$91.80	
				\$723.87	\$723.87	\$0.00
2	19	Hotel Ruby Hotels & Motels	901 W 1st Ave Hotel Ruby 36		\$720.00	
				\$720.00	\$720.00	\$0.00
2	9	Montvale Hotel Hotels & Motels	1005 W 1st Ave Montvale Block 36		\$720.00	
				\$720.00	\$720.00	\$0.00
2	52	Wollnick's Retail Ground	421 W Main Ave, #103 & 104 5,989		\$718.68	
				\$718.68	\$718.68	\$0.00
5	22	Clinkerdagger Retail Ground	621 W Mallon Ave, #404 Flour Mill 7,184		\$718.40	
				\$718.40	\$718.40	\$0.00
1	41	Fireman's Fund Insurance Co Office Upper Office Upper Office Upper	601 W Main Ave, #1010 Chase 1,069 6,107 748		\$96.21 \$549.63 \$67.32	
				\$713.16	\$713.16	\$0.00
3	79	NAC Architecture Office Upper Office Ground	1203 W Riverside Dr 6,704 2,685		\$469.28 \$241.65	
				\$710.93	\$710.93	\$0.00
2	37	Morgan Stanley Smith Barney Office Upper	717 W Sprague Ave, #500 WTFC 8,839		\$707.12	
				\$707.12	\$707.12	\$0.00
1	26	White House Black Market Retail Ground	808 W Main Ave, #104 RPS 3,200		\$704.00	
				\$704.00	\$704.00	\$0.00
2	18	The District Bar Retail Ground	916 W 1st Ave Western Center 5,775		\$693.00	
				\$693.00	\$693.00	\$0.00
2	54	Inland Northwest Bank Office Skywalk	421 W Riverside Ave, #220 Paulsen Center 6,299		\$692.89	
				\$692.89	\$692.89	\$0.00
2	7	Cowles Publishing Co. Commercial Parking	1010 W Sprague Ave 276		\$690.00	
				\$690.00	\$690.00	\$0.00
6	22	CITY OF SPOKANE Public Parks	809 N WASHINGTON ST 5		\$682.50	
				\$682.50	\$682.50	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	49	Jimmy Z's Gastropub & Red Room Lounge	521 W Sprague Ave Symons Bldg			
		Retail Ground	5,639		\$676.68	
				\$676.68	\$676.68	\$0.00
2	44	Rainbow Connection Daycare	621 W Sprague Ave.			
		Office Ground	6,128		\$674.08	
				\$674.08	\$674.08	\$0.00
1	28	Dunn & Black PS	111 N Post St, #300 Banner Bank Bldg			
		Office Upper	7,474		\$672.66	
				\$672.66	\$672.66	\$0.00
2	56	The Tin Roof Forefront	401 W 1st Ave			
		Retail Ground	5,500		\$660.00	
				\$660.00	\$660.00	\$0.00
1	46	Atticus Coffee and Gifts	222 N Howard St 220 Bldg			
		Retail Ground	2,950		\$649.00	
				\$649.00	\$649.00	\$0.00
2	52	Hills' Restaurant and Lounge	401 W Main Ave			
		Retail Ground	5,400		\$648.00	
				\$648.00	\$648.00	\$0.00
1	39	Wheatland Bank	222 N Wall St, #308 Wheatland FC			
		Office Upper	7,196		\$647.64	
				\$647.64	\$647.64	\$0.00
4	66	Chili's Bar & Grill	207 W Spokane Falls Blvd			
		Retail Ground	5,417		\$541.70	
		Commercial Parking	50		\$100.00	
				\$641.70	\$641.70	\$0.00
1	26	J Jill	808 W Main Ave, #107 RPS			
		Retail Ground	2,898		\$637.56	
				\$637.56	\$637.56	\$0.00
2	17	Gold Reserve	926 W Sprague Ave, #200 Chronicle Bldg			
		Office Upper	7,852		\$628.16	
				\$628.16	\$628.16	\$0.00
1	46	Steelhead Bar & Grille	218 N Howard St 220 Bldg			
		Retail Ground	2,800		\$616.00	
				\$616.00	\$616.00	\$0.00
1	42	Etter, McMahon, Lamberson, Van Wert & Oreskovich P	618 W Riverside Ave, #210 Bank of Whitman FC			
		Office Upper	6,740		\$606.60	
				\$606.60	\$606.60	\$0.00
4	64	Anastasi Moore & Martin LLC	9 S Washington St, #600 Hutton Bldg			
		Office Upper	8,600		\$602.00	
				\$602.00	\$602.00	\$0.00
4	64	STCU - Commercial Lending	9 S Washington St, #700 Hutton Bldg			
		Office Upper	8,600		\$602.00	
				\$602.00	\$602.00	\$0.00
1	41	Workland & Witherspoon PLLC	601 W Main Ave, #714 Chase			
		Office Upper	6,679		\$601.11	
				\$601.11	\$601.11	\$0.00
4	64	Spokane Comedy Club	315 W Sprague Ave			
		Retail Ground	6,000		\$600.00	
				\$600.00	\$600.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	32	Runner's Soul	221 N Wall St, #127 Old City Hall			
		Retail Ground	2,705		\$595.10	
				\$595.10	\$595.10	\$0.00
2	17	Centennial Real Estate Investments	999 W Riverside Ave, #6th Floor			
		Office Upper	7,394		\$591.52	
				\$591.52	\$591.52	\$0.00
1	46	Mizuna Restaurant & Wine Bar	214 N Howard St Bennett Block			
		Retail Ground	2,650		\$583.00	
				\$583.00	\$583.00	\$0.00
2	54	Northwest Pain Care	421 W Riverside Ave, #900 Paulsen Center			
		Office Upper	7,184		\$574.72	
				\$574.72	\$574.72	\$0.00
2	29	24 Taps	825 W Riverside Ave.			
		Retail Ground	4,775		\$573.00	
				\$573.00	\$573.00	\$0.00
4	68	Luigi's Italian Restaurant and Deli	245 W Main Ave			
		Retail Ground	5,700		\$570.00	
				\$570.00	\$570.00	\$0.00
2	49	Y CONDOMINIUM ASSOCIATION	502 W 1ST AVE			
		Residential	947		\$568.32	
				\$568.32	\$568.32	\$0.00
2	55	Stray	415 W Sprague Ave			
		Retail Ground	4,718		\$566.16	
				\$566.16	\$566.16	\$0.00
2	37	Lakeside Capital Group	717 W Sprague Ave, #800 WTFC			
		Office Upper	7,062		\$564.96	
				\$564.96	\$564.96	\$0.00
2	51	Sushi.com	430 W Main Ave			
		Retail Ground	4,700		\$564.00	
				\$564.00	\$564.00	\$0.00
2	55	Spokane City Ramp LLC	430 W 1st Ave			
		Commercial Parking	225		\$562.50	
				\$562.50	\$562.50	\$0.00
2	53	Richards, Merrill & Peterson Inc	422 W Riverside Ave, #101, 1314 USBank Bldg			
		Office Upper	906		\$72.48	
		Office Ground	4,433		\$487.63	
				\$560.11	\$560.11	\$0.00
2	19	Litho Art Printers, Inc.	118 S Lincoln St			
		Manufacturing	7,000		\$560.00	
				\$560.00	\$560.00	\$0.00
2	52	Visionary Communications Inc	118 N Stevens St 118 Building			
		Office Ground	647		\$71.17	
		Office Basement	2,007		\$160.56	
		Office Upper	4,027		\$322.16	
				\$553.89	\$553.89	\$0.00
4	66	Fruci & Associates PS	218 N Bernard St, #200 Fruci			
		Office Upper	7,762		\$543.34	
				\$543.34	\$543.34	\$0.00
2	54	Physicians Insurance Group	421 W Riverside Ave, #1269 Paulsen Center			
		Office Upper	6,776		\$542.08	
				\$542.08	\$542.08	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	28	Hill International Office Upper	818 W Riverside Ave, #350 Lincoln Plaza 5,997		\$539.73	
				\$539.73	\$539.73	\$0.00
1	26	Red Foxx Sports Retail Ground	808 W Main Ave, #108 RPS 2,452		\$539.44	
				\$539.44	\$539.44	\$0.00
1	26	Bath & Body Works Retail Skywalk	808 W Main Ave, #203, RPS 2,400		\$528.00	
				\$528.00	\$528.00	\$0.00
2	55	Satellite Diner and Lounge Retail Ground	425 W Sprague Ave 4,400		\$528.00	
				\$528.00	\$528.00	\$0.00
1	34	Mod Pizza Retail Ground	707 W Main Ave, #A12 Crescent Court 2,376		\$522.72	
				\$522.72	\$522.72	\$0.00
5	22	Chateau Rive Retail Ground	621 W Mallon Ave, #100 Flour Mill 5,200		\$520.00	
				\$520.00	\$520.00	\$0.00
2	17	Northwest Farmers Stockman Office Upper	999 W Riverside Ave, #6th Flr 6,444		\$515.52	
				\$515.52	\$515.52	\$0.00
2	48	Home Debut / Tour Factory Office Upper Office Upper	505 W Riverside Ave, #300 Fernwell Bldg 1,364 5,046		\$109.12 \$403.68	
				\$512.80	\$512.80	\$0.00
5	24	WIPFLI LLP Office Upper Office Upper	201 W North River Dr, #400 RLH Bldg 6,163 1,089		\$431.41 \$76.23	
				\$507.64	\$507.64	\$0.00
1	35	Spokane Transit Authority Retail Skywalk	701 W Riverside Ave, #B1 STA Plaza 2,300		\$506.00	
				\$506.00	\$506.00	\$0.00
2	29	Office of Chapter 13 Trustee Office Upper	801 W Riverside Ave, #515 SRBC Bldg 6,291		\$503.28	
				\$503.28	\$503.28	\$0.00
4	25	SPOKANE PUBLIC FACILITIES DISTRICT Public Facilities District	332 N SPOKANE FALLS CT 1,623		\$503.17	
				\$503.17	\$503.17	\$0.00
1	29	Global CU Home Loan Center Office Ground	726 W Riverside Ave Global Credit Union 4,176		\$501.12	
				\$501.12	\$501.12	\$0.00
2	50	Black Commercial Inc Office Upper	107 S Howard St, #500 Tomlinson Black Building 6,250		\$500.00	
				\$500.00	\$500.00	\$0.00
2	50	Black Realty Management Office Upper	107 S Howard St, #600 Tomlinson Black Building 6,250		\$500.00	
				\$500.00	\$500.00	\$0.00
4	62	Glen Dow Hair Academy Retail Ground	309 W Riverside Ave 5,000		\$500.00	
				\$500.00	\$500.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
5	22	Spokane Kendo Club	829 W Broadway Ave			
		Retail Ground	5,000		\$500.00	
				\$500.00	\$500.00	\$0.00
2	17	CH2M Hill Inc	999 W Riverside Ave, #500			
		Office Upper	6,222		\$497.76	
				\$497.76	\$497.76	\$0.00
4	66	FedEx Office Print & Ship Center	259 W Spokane Falls Blvd Fruci			
		Retail Ground	4,953		\$495.30	
				\$495.30	\$495.30	\$0.00
2	43	Clearwater Paper Corp	601 W Riverside Ave, #1210 Bank Of America FC			
		Office Upper	6,175		\$494.00	
				\$494.00	\$494.00	\$0.00
1	41	Capital Insurance Group	601 W Main Ave, #501 Chase			
		Office Upper	5,468		\$492.12	
				\$492.12	\$492.12	\$0.00
1	42	Reflections Deli	618 W Riverside Ave, #225 Bank of Whitman FC			
		Retail Skywalk	2,200		\$484.00	
				\$484.00	\$484.00	\$0.00
1	46	Salon Nouveau	224 N Howard St			
		Retail Ground	2,200		\$484.00	
				\$484.00	\$484.00	\$0.00
1	32	AG Energy Solutions	221 N Wall St, #410, 428 Old City Hall			
		Office Upper	2,175		\$195.75	
		Office Upper	3,174		\$285.66	
				\$481.41	\$481.41	\$0.00
2	45	Europa Restaurant & Bakery	125 S Wall St Atrium Bldg			
		Retail Ground	4,006		\$480.72	
				\$480.72	\$480.72	\$0.00
2	52	Millman Jewelers-E-Z Loan, Inc.	407 W Main Ave			
		Retail Ground	4,000		\$480.00	
				\$480.00	\$480.00	\$0.00
5	24	Trans Canada	201 W North River Dr, #505 RLH Bldg			
		Office Upper	6,822		\$477.54	
				\$477.54	\$477.54	\$0.00
2	54	Feltman, Gebhart & Greer PS	421 W Riverside Ave, #1400, 875A Paulsen Center			
		Office Upper	5,519		\$441.52	
		Office Upper	400		\$32.00	
				\$473.52	\$473.52	\$0.00
2	9	Brooklyn Deli & Lounge	1001 W 1st Ave Montvale Block			
		Retail Ground	3,900		\$468.00	
				\$468.00	\$468.00	\$0.00
1	41	Jigsaw	601 W Main Ave, #103 Chase			
		Retail Ground	2,102		\$462.44	
				\$462.44	\$462.44	\$0.00
1	39	Wheatland Bank	222 N Wall St Wheatland FC			
		Office Ground	3,852		\$462.24	
				\$462.24	\$462.24	\$0.00
1	32	Scott Kine	221 N Wall St, #320 Old City Hall			
		Office Upper	5,068		\$456.12	
				\$456.12	\$456.12	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	47	Ewing Anderson PS Office Upper	522 W Riverside Ave, #800 5,000		\$450.00	
				\$450.00	\$450.00	\$0.00
4	70	Standard Digital Print Co., Inc. Office Ground	256 W Riverside Ave 5,000		\$450.00	
				\$450.00	\$450.00	\$0.00
4	59	The Eye Care Team Retail Ground	126 N Washington St, #A Orsi Bldg 4,500		\$450.00	
				\$450.00	\$450.00	\$0.00
4	61	The Onion Bar & Grill Retail Ground	302 W Riverside Ave 4,500		\$450.00	
				\$450.00	\$450.00	\$0.00
5	22	Stantec Office Ground	621 W Mallon Ave, #309 Flour Mill 4,990		\$449.10	
				\$449.10	\$449.10	\$0.00
2	52	Rick Singer Photography Retail Upper	415 1/2 W Main Ave 5,600		\$448.00	
				\$448.00	\$448.00	\$0.00
1	41	Ten Capital Investment Advisors Office Upper	601 W Main Ave, #210 Chase 4,957		\$446.13	
				\$446.13	\$446.13	\$0.00
2	17	Griffiths, Dreher & Evans PS CPAs Office Ground	906 W Sprague Ave 4,000		\$440.00	
				\$440.00	\$440.00	\$0.00
2	17	Inland Mortgage Office Ground	910 W Sprague Ave 4,000		\$440.00	
				\$440.00	\$440.00	\$0.00
1	27	Kloth Retail Ground	875 W Main Ave W 809 Bldg 2,000		\$440.00	
				\$440.00	\$440.00	\$0.00
4	60	Suki Yaki Inn Japanese Restaurant Retail Ground	119 N Bernard St 4,400		\$440.00	
				\$440.00	\$440.00	\$0.00
2	53	Mullin Cronin Casey & Blair PS Office Upper Office Upper	115 N Washington St, #2nd Fl Jockey Club Bldg 3,042 2,400		\$243.36 \$192.00	
				\$435.36	\$435.36	\$0.00
1	46	Parkrite #1 Commercial Parking	Main & Stevens 144		\$432.00	
				\$432.00	\$432.00	\$0.00
3	81	Bonded Adjustment Co. Retail Ground	1229 W 1st Ave 4,306		\$430.60	
				\$430.60	\$430.60	\$0.00
4	72	nyne Bar & Bistro Retail Ground	232 W Sprague Ave Havermale Park 4,300		\$430.00	
				\$430.00	\$430.00	\$0.00
2	18	Mr. Tux Retail Ground Retail Ground	904 W 1st Ave Western Center 2,868 700		\$344.16 \$84.00	
				\$428.16	\$428.16	\$0.00

Zone	Block	Business Name	Description	Property Address	Units	Assessment	Actual	Difference
1	34	GNC	Retail Ground	707 W Main Ave, #A4 Crescent Court	1,924		\$423.28	
						\$423.28	\$423.28	\$0.00
5	22	Republic Parking	Commercial Parking	620 W Mallon Ave	211		\$422.00	
						\$422.00	\$422.00	\$0.00
2	53	Schoedel & Schoedel CPA's PLLC	Office Upper	422 W Riverside Ave, #1420 USBank Bldg	4,752		\$380.16	
			Office Upper		521		\$41.68	
						\$421.84	\$421.84	\$0.00
2	49	The Observatory Bar	Retail Ground	15 S Howard St Symons Bldg	3,508		\$420.96	
						\$420.96	\$420.96	\$0.00
3	76	Cowles Publishing Parking Garage	Commercial Parking	1102 W Sprague Ave	210		\$420.00	
						\$420.00	\$420.00	\$0.00
2	52	Pettigrew's Spokane Exercise Equipment Sales	Retail Ground	421 W Main Ave, #100	3,500		\$420.00	
						\$420.00	\$420.00	\$0.00
1	41	TW Telecom	Office Upper	601 W Main Ave, #200 Chase	4,655		\$418.95	
						\$418.95	\$418.95	\$0.00
2	17	Tamarack Public House	Office Ground	912 W Sprague Ave	3,800		\$418.00	
						\$418.00	\$418.00	\$0.00
1	41	RBC Capital Markets Corporation	Office Upper	601 W Main Ave, #1215 Chase	4,631		\$416.79	
						\$416.79	\$416.79	\$0.00
5	24	Mutual of Enumclaw	Office Upper	201 W North River Dr, #335 RLH Bldg	5,945		\$416.15	
						\$416.15	\$416.15	\$0.00
1	26	Verizon Wireless	Retail Skywalk	808 W Main Ave, #212 RPS	1,891		\$416.02	
						\$416.02	\$416.02	\$0.00
5	24	Farmers Insurance Exchange	Office Upper	201 W North River Dr, #450 RLH Bldg	2,613		\$182.91	
			Office Upper		3,286		\$230.02	
						\$412.93	\$412.93	\$0.00
2		Memories By Design	Office Upper	827 W 1st Ave, #401, 418 Courtyard Office Center	5,107		\$408.56	
						\$408.56	\$408.56	\$0.00
1	47	HMA CPA, PS	Office Upper	510 W Riverside Ave, #400 Sherwood Bldg	4,536		\$408.24	
						\$408.24	\$408.24	\$0.00
1	47	Kutak Rock LLP	Office Upper	510 W Riverside Ave, #800 Sherwood Bldg	4,536		\$408.24	
						\$408.24	\$408.24	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	28	Moloney & O'Neill / Corkery & Jones Benefits	818 W Riverside Ave, #650 Lincoln Plaza			
		Office Upper	4,536		\$408.24	
				\$408.24	\$408.24	\$0.00
1	41	The Reserve	120 N Wall St, #100 The One Twenty			
		Office Ground	3,400		\$408.00	
				\$408.00	\$408.00	\$0.00
3	85	The Bike Hub	1405 W 1st Ave Grand Coulee Bldg			
		Retail Ground	4,077		\$407.70	
				\$407.70	\$407.70	\$0.00
1	47	BHW1	522 W Riverside Ave, #300 Fidelity Bldg			
		Office Upper	4,524		\$407.16	
				\$407.16	\$407.16	\$0.00
2	19	Carr Electric Sales	919 W 1st Ave			
		Office Upper	1,000		\$80.00	
		Retail Ground	2,723		\$326.76	
				\$406.76	\$406.76	\$0.00
1	26	Bloem- Chocolates, Flowers, Paperie	808 W Main Ave, #237 RPS			
		Retail Skywalk	1,843		\$405.46	
				\$405.46	\$405.46	\$0.00
1	41	TW Telecom	601 W Main Ave, #500 Chase			
		Office Upper	4,505		\$405.45	
				\$405.45	\$405.45	\$0.00
1	26	Polka Dot Pottery	808 W Main Ave, #225 - 227 RPS			
		Retail Skywalk	1,828		\$402.16	
				\$402.16	\$402.16	\$0.00
6	22	CITY OF SPOKANE	832 N HOWARD ST			
		Public Parks	3		\$400.50	
				\$400.50	\$400.50	\$0.00
2	7	MMEC	1 N Monroe St, #200			
		Office Ground	3,639		\$400.29	
				\$400.29	\$400.29	\$0.00
1	34	Bruchi's	707 W Main Ave, #A1 Crescent Court			
		Retail Ground	1,803		\$396.66	
				\$396.66	\$396.66	\$0.00
1	47	Nystrom & Olson Architecture	502 W Riverside Ave, #200 Cutter Tower			
		Retail Skywalk	1,800		\$396.00	
				\$396.00	\$396.00	\$0.00
2	43	McAdams Wright Ragen	601 W Riverside Ave, #1940 Bank Of America FC			
		Office Upper	4,946		\$395.68	
				\$395.68	\$395.68	\$0.00
1	26	Whiz Kids	808 W Main Ave, #320 RPS			
		Retail Upper	4,375		\$393.75	
				\$393.75	\$393.75	\$0.00
2	53	Foster Pepper PLLC	422 W Riverside Ave, #1310 USBank Bldg			
		Office Upper	4,905		\$392.40	
				\$392.40	\$392.40	\$0.00
1	42	Opes Advisors	618 W Riverside Ave, #302 Bank of Whitman FC			
		Office Upper	4,294		\$386.46	
				\$386.46	\$386.46	\$0.00

Zone	Block	Business Name	Property Address		Actual	Difference
			Description	Units		
4	61	Desautel Hege Communications	315 W Riverside Ave, #200 Morgan			
		Office Upper	5,484		\$383.88	
					\$383.88	\$0.00
1	29	Paint & Pints	718 W Riverside Ave, #B 718 Bldg			
		Retail Ground	1,728		\$380.16	
					\$380.16	\$0.00
4	66	Diamond Parking 2220	235 W Spokane Falls Blvd			
		Commercial Parking	190		\$380.00	
					\$380.00	\$0.00
2	51	Ampco Parking	Spokane Falls Blvd & Stevens St			
		Commercial Parking	151		\$377.50	
					\$377.50	\$0.00
4	66	Fruci & Associates PS	259 W Spokane Falls Blvd, #2nd Fl Fruci			
		Office Upper	5,366		\$375.62	
					\$375.62	\$0.00
2	49	Downtown Groceries	525 W Sprague Ave Symons Bldg			
		Retail Ground	3,130		\$375.60	
					\$375.60	\$0.00
5	13	Antique Gallery	620 N Monroe St			
		Retail Ground	3,750		\$375.00	
					\$375.00	\$0.00
2	45	Comrade Studios	121 S Wall St Atrium Bldg			
		Office Ground	2,500		\$275.00	
		Office Upper	1,250		\$100.00	
					\$375.00	\$0.00
2	31	Diamond Parking 2235	126 S Post St			
		Commercial Parking	150		\$375.00	
					\$375.00	\$0.00
2	17	Evergreen Parking	125 S Stevens St			
		Commercial Parking	150		\$375.00	
					\$375.00	\$0.00
4	64	Pinot's Palette	319 W Sprague Ave			
		Retail Ground	3,750		\$375.00	
					\$375.00	\$0.00
1	34	Starbuck's Coffee	721 W Main Ave Crescent Court			
		Retail Ground	1,680		\$369.60	
					\$369.60	\$0.00
2	50	The Wave Island Sports Grill & Sushi Bar	523 W 1st Ave Tomlinson Black Building			
		Retail Ground	3,068		\$368.16	
					\$368.16	\$0.00
1	46	Boo Radley's	232 N Howard St			
		Retail Ground	1,673		\$368.06	
					\$368.06	\$0.00
4	64	Sweet Frostings	9 S Washington St, #111/115 Hutton Bldg			
		Retail Ground	3,674		\$367.40	
					\$367.40	\$0.00
2	53	Richter Wimberley PS	422 W Riverside Ave, #1300, 308 USBank Bldg			
		Office Upper	382		\$30.56	
		Office Upper	4,204		\$336.32	
					\$366.88	\$0.00

Zone	Block	Business Name	Property Address				
			Description	Units	Assessment	Actual	Difference
4	61	The Unforgiven Lounge	108 N Washington St, #100-103 Legion Bldg				
		Retail Ground	1,348		\$134.80		
		Retail Ground	2,317		\$231.70		
					\$366.50	\$366.50	\$0.00
2	54	Specialty Training	421 W Riverside Ave, #252 Paulsen Center				
		Office Upper	4,578		\$366.24		
					\$366.24	\$366.24	\$0.00
1	47	Numerica Credit Union	510 W Riverside Ave, #100 Sherwood Bldg				
		Office Skywalk	3,028		\$363.36		
					\$363.36	\$363.36	\$0.00
1	47	Numerica Credit Union	502 W Riverside Ave Numerica Building				
		Office Ground	3,018		\$362.16		
					\$362.16	\$362.16	\$0.00
2	17	BK-JET Group LLC	999 W Riverside Ave, #510				
		Office Upper	4,500		\$360.00		
					\$360.00	\$360.00	\$0.00
1	35	Spokane Transit Authority	701 W Riverside Ave STA Plaza				
		Office Skywalk	3,000		\$360.00		
					\$360.00	\$360.00	\$0.00
1	29	Wholesale Floors, LLC	722 W Riverside Ave Global Credit Union				
		Office Ground	3,000		\$360.00		
					\$360.00	\$360.00	\$0.00
5	24	Umpqua Bank	111 W North River Dr, #206 River's Edge Bldg				
		Office Upper	5,009		\$350.63		
					\$350.63	\$350.63	\$0.00
4	59	Decorum	126 N Washington St, #B Orsi Bldg				
		Retail Ground	3,500		\$350.00		
					\$350.00	\$350.00	\$0.00
4	71	Space is the Place	226 W Riverside Ave				
		Retail Ground	3,500		\$350.00		
					\$350.00	\$350.00	\$0.00
2	54	Vorpahl Wing Securities	421 W Riverside Ave, #1020 Paulsen Center				
		Office Upper	4,373		\$349.84		
					\$349.84	\$349.84	\$0.00
5	22	Comcast Spotlight	621 W Mallon Ave, #205 Flour Mill				
		Office Upper	4,882		\$341.74		
					\$341.74	\$341.74	\$0.00
2	54	Spokane Regional Transportation Council	421 W Riverside Ave, #500 Paulsen Center				
		Office Upper	4,200		\$336.00		
					\$336.00	\$336.00	\$0.00
2	51	Sante Restaurant & Charcuterie	404 W Main Ave, #104, Liberty Bldg				
		Retail Ground	2,762		\$331.44		
					\$331.44	\$331.44	\$0.00
2	54	Anchored Art	421 W Riverside Ave, #108A Paulsen Center				
		Retail Ground	911		\$109.32		
		Retail Ground	1,846		\$221.52		
					\$330.84	\$330.84	\$0.00
2	45	Glyph Language	123 S Wall St, #A Atrium Bldg				
		Office Skywalk	3,000		\$330.00		
					\$330.00	\$330.00	\$0.00

Zone	Block	Business Name	Description	Property Address	Units	Assessment	Actual	Difference
2	43	Eric Pepper	Retail Basement	601 W Riverside Ave, #B-20 Bank Of America FC	4,109		\$328.72	
						\$328.72	\$328.72	\$0.00
4	66	Securitas	Office Upper	218 N Bernard St, #400 Fruci	4,670		\$326.90	
						\$326.90	\$326.90	\$0.00
2	43	International Raw Materials Ltd	Office Upper	601 W Riverside Ave, #258 Bank Of America FC	4,078		\$326.24	
						\$326.24	\$326.24	\$0.00
2	56	Commodities Plus Inc	Office Ground	427 W 1st Ave Minnesota Bldg	2,951		\$324.61	
						\$324.61	\$324.61	\$0.00
1	26	Ben Bridge Jeweler	Retail Ground	808 W Main Ave, #103, RPS	1,475		\$324.50	
						\$324.50	\$324.50	\$0.00
1	28	Corkery & Jones Benefits, Inc	Office Ground	818 W Riverside Ave, #100 Lincoln Plaza	2,700		\$324.00	
						\$324.00	\$324.00	\$0.00
4	71	Garageland	Retail Ground	230 W Riverside Ave	3,234		\$323.40	
						\$323.40	\$323.40	\$0.00
1	34	Spokane Teachers Credit Union	Office Skywalk	707 W Main Ave, #B4 Crescent Court	2,690		\$322.80	
						\$322.80	\$322.80	\$0.00
1	26	The Walking Company	Retail Skywalk	808 W Main Ave, #209, RPS	1,458		\$320.76	
						\$320.76	\$320.76	\$0.00
2	53	J-U-B Engineers Inc.	Office Upper	422 W Riverside Ave, #304 USBank Bldg	3,997		\$319.76	
						\$319.76	\$319.76	\$0.00
2	52	Jaazz Salon	Retail Ground	421 W Main Ave, #102	2,639		\$316.68	
						\$316.68	\$316.68	\$0.00
2	52	Madeleine's	Retail Ground	415 W Main Ave	2,600		\$312.00	
						\$312.00	\$312.00	\$0.00
2	36	Washington Trust Bank	Office Upper	10 N Post St, #325 Peyton Bldg	3,882		\$310.56	
						\$310.56	\$310.56	\$0.00
2	53	Zayo Bandwidth NW	Office Upper	422 W Riverside Ave, #325, 1501 USBank Bldg	1,565		\$125.20	
			Office Upper		506		\$40.48	
			Office Upper		781		\$62.48	
			Office Upper		975		\$78.00	
						\$306.16	\$306.16	\$0.00
1	41	Digatron LLC	Office Upper	120 N Wall St, #300 The One Twenty	3,400		\$306.00	
						\$306.00	\$306.00	\$0.00
2	37	The Wolff Company	Office Upper	717 W Sprague Ave, #802 WTFC	3,816		\$305.28	
						\$305.28	\$305.28	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	55	Diamond Parking	Sprague & Washington			
		Commercial Parking	121		\$302.50	
				\$302.50	\$302.50	\$0.00
1	28	Academy Mortgage Corporation	818 W Riverside Ave, #475 Lincoln Plaza			
		Office Upper	3,344		\$300.96	
				\$300.96	\$300.96	\$0.00
5	03	Giant Nerd Books	709 N Monroe St			
		Retail Ground	3,000		\$300.00	
				\$300.00	\$300.00	\$0.00
5	12	On Broadway Salon & Spa	915 W Broadway Ave Spokane, WA 99201			
		Retail Ground	3,000		\$300.00	
				\$300.00	\$300.00	\$0.00
4	72	The Bartlett	228 W Sprague Ave Havermale Park			
		Retail Ground	3,000		\$300.00	
				\$300.00	\$300.00	\$0.00
3	82	Watts Automotive & Driveline	1318 W 1st Ave			
		Retail Ground	3,000		\$300.00	
				\$300.00	\$300.00	\$0.00
1	32	Keefe, Bowman & Bruya PS	221 N Wall St, #210 Old City Hall			
		Office Upper	3,321		\$298.89	
				\$298.89	\$298.89	\$0.00
1	41	Jimmy John's Gourmet Sandwiches	601 W Main Ave, #102 Chase			
		Retail Ground	1,357		\$298.54	
				\$298.54	\$298.54	\$0.00
2	53	Diamond Parking	331 W Riverside Ave			
		Commercial Parking	119		\$297.50	
				\$297.50	\$297.50	\$0.00
2	29	Charles Schwab	818 W Riverside Ave, #150 Lincoln Plaza			
		Office Upper	3,718		\$297.44	
				\$297.44	\$297.44	\$0.00
2	53	Farmers Insurance Agency	239 W Main Ave, #100			
		Office Ground	2,700		\$297.00	
				\$297.00	\$297.00	\$0.00
3	6	Riverfalls Tower Apartments	1224 W Riverside Ave			
		Apartments	99		\$297.00	
				\$297.00	\$297.00	\$0.00
1	41	Delay, Curran, Thompson & Pontarolo	601 W Main Ave, #1212 Chase			
		Office Upper	3,295		\$296.55	
				\$296.55	\$296.55	\$0.00
2	43	Crickets Deli	601 W Riverside Ave, #210 Bank Of America FC			
		Retail Skywalk	2,465		\$295.80	
				\$295.80	\$295.80	\$0.00
2	43	Ignitium	601 W Riverside Ave, #1700 Bank Of America FC			
		Office Upper	3,686		\$294.88	
				\$294.88	\$294.88	\$0.00
5	24	iMortgage	111 W North River Dr, #100 River's Edge Bldg			
		Office Ground	3,224		\$290.16	
				\$290.16	\$290.16	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	54	Teneff Jewellery	421 W Riverside Ave, #280 Paulsen Center			
		Office Skywalk	2,635		\$289.85	
				\$289.85	\$289.85	\$0.00
1	34	Studio Capelli	707 W Main Ave, #B9 Crescent Court			
		Retail Skywalk	1,280		\$281.60	
				\$281.60	\$281.60	\$0.00
2	55	Gemelli's	418 W 1st Ave			
		Retail Ground	1,401		\$168.12	
		Office Upper	1,401		\$112.08	
				\$280.20	\$280.20	\$0.00
1	47	Langenhorst & Self-Merritt CPA's PS	522 W Riverside Ave, #750 Fidelity Bldg			
		Office Upper	3,113		\$280.17	
				\$280.17	\$280.17	\$0.00
1	41	Mercer Health & Benefits	601 W Main Ave, #810 Chase			
		Office Upper	3,080		\$277.20	
				\$277.20	\$277.20	\$0.00
3	79	ADAMS ST LOFT CONDO OWNERS ASSOC	115 S ADAMS ST Adams Street Lofts			
		Residential	690		\$275.88	
				\$275.88	\$275.88	\$0.00
1	41	RiskLens	601 W Main Ave, #917 Chase			
		Office Upper	3,058		\$275.22	
				\$275.22	\$275.22	\$0.00
2	53	James Spurgetis	422 W Riverside Ave, #620 USBank Bldg			
		Office Upper	3,425		\$274.00	
				\$274.00	\$274.00	\$0.00
2	9	Rain Lounge	1007 W 1st Ave Montvale Block			
		Retail Ground	2,280		\$273.60	
				\$273.60	\$273.60	\$0.00
2	48	Nicholas Knapton PS	505 W Riverside Ave, #605 Fernwell Bldg			
		Office Upper	1,845		\$147.60	
		Office Upper	1,573		\$125.84	
				\$273.44	\$273.44	\$0.00
2	30	Neato Burrito	827 W 1st Ave, #100 Courtyard Office Center			
		Retail Ground	2,271		\$272.52	
				\$272.52	\$272.52	\$0.00
1	47	Piskel Yahne Kovarik, PLLC	522 W Riverside Ave, #410 Fidelity Bldg			
		Office Upper	3,020		\$271.80	
				\$271.80	\$271.80	\$0.00
2	49	Michelle Lobdell, Personal Training	7 S Howard St, #200 Symons Bldg			
		Retail Upper	3,393		\$271.44	
				\$271.44	\$271.44	\$0.00
4	69	Global CompuSearch	225 W Main Ave, #100 Edwards Bldg			
		Office Ground	3,000		\$270.00	
				\$270.00	\$270.00	\$0.00
5	12	North by Northwest Productions	903 W Broadway Ave			
		Office Ground	3,000		\$270.00	
				\$270.00	\$270.00	\$0.00
1	46	Poplawski Law LLC	530 W Main Ave, #201 Bennett Block			
		Office Upper	3,000		\$270.00	
				\$270.00	\$270.00	\$0.00

Zone	Block	Business Name	Property Address	Units	Assessment	Actual	Difference
2	56	Thai On First	411 W 1st Ave				
		Retail Ground		2,250		\$270.00	
					\$270.00	\$270.00	\$0.00
5	22	The Kitchen Engine	621 W Mallon Ave, #416 Flour Mill				
		Retail Ground		2,649		\$264.90	
					\$264.90	\$264.90	\$0.00
2	52	Nectar Tasting Room	120 N Stevens St				
		Retail Basement		600		\$48.00	
		Retail Ground		1,800		\$216.00	
					\$264.00	\$264.00	\$0.00
1	41	Soulful Soups and Spirits	117 N Howard St, #100				
		Retail Ground		1,200		\$264.00	
					\$264.00	\$264.00	\$0.00
5	22	Wonders of the World	621 W Mallon Ave, #412 & 414 Flour Mill				
		Retail Ground		1,895		\$189.50	
		Retail Ground		744		\$74.40	
					\$263.90	\$263.90	\$0.00
1	41	CWH Capital Management Inc	601 W Main Ave, #1214 Chase				
		Office Upper		2,161		\$194.49	
		Office Upper		748		\$67.32	
					\$261.81	\$261.81	\$0.00
2	54	Stevens Clay PS	421 W Riverside Ave, #1575, 469A Paulsen Center				
		Office Upper		3,104		\$248.32	
		Office Upper		166		\$13.28	
					\$261.60	\$261.60	\$0.00
5	13	Diamond Parking	709-711 N Lincoln St				
		Commercial Parking		130		\$260.00	
					\$260.00	\$260.00	\$0.00
3	85	Two Women Art & Antiques	112 S Cedar St Grand Coulee Bldg				
		Retail Ground		1,200		\$120.00	
		Retail Ground		1,400		\$140.00	
					\$260.00	\$260.00	\$0.00
5	24	Red Lion Hotels Corporation	201 W North River Dr, #130 RLH Bldg				
		Office Ground		2,876		\$258.84	
					\$258.84	\$258.84	\$0.00
1	28	CMC Tire Inc	818 W Riverside Ave, #520 Lincoln Plaza				
		Office Upper		2,870		\$258.30	
					\$258.30	\$258.30	\$0.00
2	51	Liberty Business Center	203 N Washington St, #200 Liberty Bldg				
		Office Upper		1,500		\$120.00	
		Office Upper		1,722		\$137.76	
					\$257.76	\$257.76	\$0.00
1	41	Thomas Hammer Coffee	601 W Main Ave, #101 Chase				
		Retail Ground		1,167		\$256.74	
					\$256.74	\$256.74	\$0.00
2	19	Vic B. Linden & Sons Sign Advertising, Inc.	122 S Lincoln St				
		Manufacturing		3,201		\$256.08	
					\$256.08	\$256.08	\$0.00

Zone	Block	Business Name	Property Address				
		Description	Units	Assessment	Actual	Difference	
1	46	Coeur d'Alene Plaza Apts. Apartments	228 N Howard St, #300 64		\$256.00		
				\$256.00	\$256.00	\$0.00	
2	9	Gilded Unicorn Retail Ground	110 S Monroe St Montvale Block 2,100		\$252.00		
				\$252.00	\$252.00	\$0.00	
2	49	HALLIDAY CONDO ASSOCIATION Residential	501 W SPRAGUE AVE HALLIDAY CONDO 418		\$250.80		
				\$250.80	\$250.80	\$0.00	
2	37	Douglas, Eden, Phillips, DeRuyter & Stanley PS Office Upper	717 W Sprague Ave, #1500 WTFC 3,133		\$250.64		
				\$250.64	\$250.64	\$0.00	
4	72	High Nooners Retail Ground	237 W Riverside Ave Albert Building 2,500		\$250.00		
				\$250.00	\$250.00	\$0.00	
3	83	Rocket Bakery Retail Ground	1325 W 1st Ave, #101 Eldridge Bldg 2,500		\$250.00		
				\$250.00	\$250.00	\$0.00	
2	53	David Crouse Office Upper	422 W Riverside Ave, #920 USBank Bldg 3,082		\$246.56		
				\$246.56	\$246.56	\$0.00	
2	54	Law Office of Charles V. Carroll Office Upper	421 W Riverside Ave, #960, 775 Paulsen Center 3,081		\$246.48		
				\$246.48	\$246.48	\$0.00	
5	24	Psychiatric Clinic of Spokane PS Office Upper	201 W North River Dr, #520 RLH Bldg 3,518		\$246.26		
				\$246.26	\$246.26	\$0.00	
1	47	Paukert and Troppmann Office Upper	522 W Riverside Ave, #560 Fidelity Bldg 2,733		\$245.97		
				\$245.97	\$245.97	\$0.00	
1	34	Umpqua Bank Retail Upper	707 W Main Ave, #502 Crescent Court 2,687		\$241.83		
				\$241.83	\$241.83	\$0.00	
1	26	Francesca's Collections, Inc Retail Skywalk	808 W Main Ave, #245 RPS 1,099		\$241.78		
				\$241.78	\$241.78	\$0.00	
1	41	Network Design & Management Office Upper	601 W Main Ave, #1104 Chase 2,668		\$240.12		
				\$240.12	\$240.12	\$0.00	
2	29	Fire Artisan Pizza Retail Ground	816 W Sprague Ave Mystery Bldg 2,000		\$240.00		
				\$240.00	\$240.00	\$0.00	
2	29	Nudo Retail Ground	818 W Sprague Ave Mystery Bldg 2,000		\$240.00		
				\$240.00	\$240.00	\$0.00	
2	54	PM Jacoy Retail Ground	402 W Sprague Ave 2,000		\$240.00		
				\$240.00	\$240.00	\$0.00	

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	9	Madison Apartments	1029 W 1st Ave Madison			
		Apartments	68		\$238.00	
				\$238.00	\$238.00	\$0.00
1	41	Thomas M Patrick CPA PS	601 W Main Ave, #320 Chase			
		Office Upper	2,621		\$235.89	
				\$235.89	\$235.89	\$0.00
2	54	Crave	401 W Riverside Ave, #101 Paulsen Center			
		Retail Ground	1,965		\$235.80	
				\$235.80	\$235.80	\$0.00
2	53	Herbal Essence Café	115 N Washington St, #1st Fl Jockey Club Bldg			
		Retail Ground	1,933		\$231.96	
				\$231.96	\$231.96	\$0.00
4	64	STCU Branch	9 S Washington St, #101 Hutton Bldg			
		Retail Ground	2,300		\$230.00	
				\$230.00	\$230.00	\$0.00
1	28	Dorendorf & Associates PS	818 W Riverside Ave, #620 Lincoln Plaza			
		Office Upper	2,536		\$228.24	
				\$228.24	\$228.24	\$0.00
2	54	Humphries & Humphries PS	421 W Riverside Ave, #830 Paulsen Center			
		Office Upper	2,840		\$227.20	
				\$227.20	\$227.20	\$0.00
4	61	MSI Engineers Inc	108 N Washington St, #505 Legion Bldg			
		Office Upper	3,240		\$226.80	
				\$226.80	\$226.80	\$0.00
2	54	Eclipse Engineering	421 W Riverside Ave, #421 Paulsen Center			
		Office Upper	2,797		\$223.76	
				\$223.76	\$223.76	\$0.00
2	54	Markam Group Inc PS	421 W Riverside Ave, #1060 Paulsen Center			
		Office Upper	2,791		\$223.28	
				\$223.28	\$223.28	\$0.00
1	47	Pho City	112 N Howard St Parkade Plaza			
		Retail Ground	1,008		\$221.76	
				\$221.76	\$221.76	\$0.00
1	26	Aveda Environmental Lifestyle Store	808 W Main Ave, #211 RPS			
		Retail Skywalk	1,000		\$220.00	
				\$220.00	\$220.00	\$0.00
1	29	Bistango Martini Lounge	108 N Post St Global Credit Union			
		Retail Ground	1,000		\$220.00	
				\$220.00	\$220.00	\$0.00
1	34	Hi Tek Nails	707 W Main Ave, #B3 Crescent Court			
		Retail Skywalk	1,000		\$220.00	
				\$220.00	\$220.00	\$0.00
4	61	Italian Kitchen	113 N Bernard St			
		Retail Ground	2,200		\$220.00	
				\$220.00	\$220.00	\$0.00
1	26	Regis Salon	808 W Main Ave, #213A RPS			
		Retail Skywalk	1,000		\$220.00	
				\$220.00	\$220.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
5	24	Turner, Stoeve & Gagliardi PS Office Ground	201 W North River Dr, #190 RLH Bldg 2,431		\$218.79	
				\$218.79	\$218.79	\$0.00
1	32	Brian P Knopf PC Office Skywalk	221 N Wall St, #224 Old City Hall 1,804		\$216.48	
				\$216.48	\$216.48	\$0.00
2	51	Uncle's Inc. Retail Ground	404 W Main Ave Liberty Bldg 1,802		\$216.24	
				\$216.24	\$216.24	\$0.00
2	50	Bozzi Media Office Upper	107 S Howard St, #205 Tomlinson Black Building 2,688		\$215.04	
				\$215.04	\$215.04	\$0.00
3	83	Rainmaker Marketing Retail Skywalk	107 S Cedar St Eldridge Bldg 2,150		\$215.00	
				\$215.00	\$215.00	\$0.00
4	61	SDS Realty Office Upper	108 N Washington St, #500 Legion Bldg 3,048		\$213.36	
				\$213.36	\$213.36	\$0.00
1	47	Nystrom & Lalone Travel Retail Skywalk	502 W Riverside Ave, #206 Cutter Tower 956		\$210.32	
				\$210.32	\$210.32	\$0.00
4	69	Financial Management Inc Office Upper	221 W Main Ave, #200 Edwards Bldg 3,000		\$210.00	
				\$210.00	\$210.00	\$0.00
4	69	Hawkins Edwards Office Upper	225 W Main Ave, #200 Edwards Bldg 3,000		\$210.00	
				\$210.00	\$210.00	\$0.00
3	83	Pass Word Inc Office Upper	1303 W 1st Ave, #200 3,000		\$210.00	
				\$210.00	\$210.00	\$0.00
2	54	Mann Mortgage LLC Office Upper	421 W Riverside Ave, #450 Paulsen Center 2,622		\$209.76	
				\$209.76	\$209.76	\$0.00
2	53	Paul Mack Office Upper Office Upper	422 W Riverside Ave, #1407 USBank Bldg 275 2,343		\$22.00 \$187.44	
				\$209.44	\$209.44	\$0.00
5	24	Sayre & Sayre Office Upper	201 W North River Dr, #460 RLH Bldg 2,989		\$209.23	
				\$209.23	\$209.23	\$0.00
2	37	Domini Sandwiches Inc Retail Ground	703 W Sprague Ave WTFC 1,742		\$209.04	
				\$209.04	\$209.04	\$0.00
2	54	ZBA Architecture P.S. Office Upper	421 W Riverside Ave, #860 Paulsen Center 2,611		\$208.88	
				\$208.88	\$208.88	\$0.00
2	17	OAC Services Office Upper	905 W Riverside Ave, #510 Great Western Bldg 2,606		\$208.48	
				\$208.48	\$208.48	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	17	Nodland Cellars	926 W Sprague Ave, #101 Chronicle Bldg			
		Retail Ground	1,737		\$208.44	
				\$208.44	\$208.44	\$0.00
1	33	Made in Washington	808 W Main Ave, #223 RPS			
		Retail Skywalk	946		\$208.12	
				\$208.12	\$208.12	\$0.00
1	29	Method Juice Café	718 W Riverside Ave, #A 718 Bldg			
		Retail Ground	936		\$205.92	
				\$205.92	\$205.92	\$0.00
2	43	Davidson, Backman, Medeiros PLLC & Resolvency LLC	601 W Riverside Ave, #1550 Bank Of America FC			
		Office Upper	2,565		\$205.20	
				\$205.20	\$205.20	\$0.00
5	22	Casey Jackson	621 W Mallon Ave, #700 Flour Mill			
		Office Upper	2,910		\$203.70	
				\$203.70	\$203.70	\$0.00
2	17	Spokane Media Federal Credit Union	901 W Riverside Ave, #101 Great Western Bldg			
		Office Ground	1,845		\$202.95	
				\$202.95	\$202.95	\$0.00
1	26	To Market	808 W Main Ave, #229 RPS			
		Retail Skywalk	920		\$202.40	
				\$202.40	\$202.40	\$0.00
2	9	Satori Dance	122 S Monroe St, #103 Railside Center			
		Retail Ground	1,684		\$202.08	
				\$202.08	\$202.08	\$0.00
4	59	Diamond Parking	311 W Main Ave			
		Commercial Parking	101		\$202.00	
				\$202.00	\$202.00	\$0.00
2	53	Asset Planning & Management	422 W Riverside Ave, #722 USBank Bldg			
		Office Upper	2,520		\$201.60	
				\$201.60	\$201.60	\$0.00
4	64	Spokane Teachers Credit Union	333 W Sprague Ave			
		Commercial Parking	100		\$200.00	
				\$200.00	\$200.00	\$0.00
3	82	Watts Automotive & Driveline	1312 W 1st Ave			
		Retail Ground	2,000		\$200.00	
				\$200.00	\$200.00	\$0.00
1	34	Scottrade Investments	707 W Main Ave, #A3 Crescent Court			
		Office Ground	1,654		\$198.48	
				\$198.48	\$198.48	\$0.00
2	50	The Wave Island Sports Grill & Sushi Bar	521 W 1st Ave Tomlinson Black Building			
		Office Ground	1,804		\$198.44	
				\$198.44	\$198.44	\$0.00
2	36	Coffman Engineers	10 N Post St, #422 Peyton Bldg			
		Office Upper	2,462		\$196.96	
				\$196.96	\$196.96	\$0.00
5	24	Integra Telecom Inc	201 W North River Dr, #380 RLH Bldg			
		Office Upper	2,812		\$196.84	
				\$196.84	\$196.84	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	41	Graham, Lundberg, Peschel Office Upper	601 W Main Ave, #305 Chase 2,180		\$196.20	
				\$196.20	\$196.20	\$0.00
1	47	GenPrime Office Ground	502 W Riverside Ave, #102 Cutter Tower 1,628		\$195.36	
				\$195.36	\$195.36	\$0.00
3	83	Belsby Engineering LLC Office Upper	1325 W 1st Ave, #204 Eldridge Bldg 2,783		\$194.81	
				\$194.81	\$194.81	\$0.00
2	54	Steven A. Meek Architects Office Upper	421 W Riverside Ave, #412 Paulsen Center 2,430		\$194.40	
				\$194.40	\$194.40	\$0.00
2	17	Neuroeducation Office Upper	905 W Riverside Ave, #208 Great Western Bldg 2,410		\$192.80	
				\$192.80	\$192.80	\$0.00
1	47	RenCorp Realty Office Ground	502 W Riverside Ave, #103 1,600		\$192.00	
				\$192.00	\$192.00	\$0.00
1	47	WEB Properties Office Upper	522 W Riverside Ave, #6th Floor Fidelity Bldg 2,120		\$190.80	
				\$190.80	\$190.80	\$0.00
2	52	Inland Northwest Group LLC Office Ground Office Upper	120 N Stevens St, #3rd Fl 1,000 1,000		\$110.00 \$80.00	
				\$190.00	\$190.00	\$0.00
3	83	Regeneration Point Retail Ground	1319 W 1st Ave, Eldridge Bldg 1,900		\$190.00	
				\$190.00	\$190.00	\$0.00
5	24	Spokane Attorneys at Law Office Upper	201 W North River Dr, #305 RLH Bldg 2,711		\$189.77	
				\$189.77	\$189.77	\$0.00
2	43	Unico Properties Office Upper	601 W Riverside Ave, #260 Bank Of America FC 2,364		\$189.12	
				\$189.12	\$189.12	\$0.00
1	34	State Farm Retail Skywalk	707 W Main Ave, #B8 Crescent Court 857		\$188.54	
				\$188.54	\$188.54	\$0.00
4	22	SPOKANE PUBLIC FACILITIES DISTRICT Public Facilities District	UNKNOWN 607		\$188.21	
				\$188.21	\$188.21	\$0.00
2	43	Accountemps and Officeteam Office Upper	601 W Riverside Ave, #960 Bank Of America FC 2,336		\$186.88	
				\$186.88	\$186.88	\$0.00
1	28	Goodale & Barbieri Company Office Upper	818 W Riverside Ave, #300 Lincoln Plaza 2,067		\$186.03	
				\$186.03	\$186.03	\$0.00
5	4	Golden Rule Brake Service Retail Ground	625 N Monroe St 1,856		\$185.60	
				\$185.60	\$185.60	\$0.00

Zone	Block	Business Name	Property Address	Units	Assessment	Actual	Difference
2	54	Penthouse at the Paulsen Office Upper	421 W Riverside Ave, #1700 Paulsen Center	2,320		\$185.60	
					\$185.60	\$185.60	\$0.00
2	29	Patit Creek Cellars Retail Ground	822 W Sprague Ave Michael Bldg	1,543		\$185.16	
					\$185.16	\$185.16	\$0.00
1	47	Advanced Aesthetics Retail Upper	522 W Riverside Ave, #202 Fidelity Bldg	2,045		\$184.05	
					\$184.05	\$184.05	\$0.00
2	54	Fairway Independent Mortgage Office Upper	421 W Riverside Ave, #319 Paulsen Center	2,300		\$184.00	
					\$184.00	\$184.00	\$0.00
3	85	The Bike Hub Retail Upper	1403 W 1st Ave	2,600		\$182.00	
					\$182.00	\$182.00	\$0.00
4	64	Thinking Cap Communications and Design Office Upper	9 S Washington St, #201 Hutton Bldg	2,600		\$182.00	
					\$182.00	\$182.00	\$0.00
1	35	Subway Retail Ground	701 W Riverside Ave, #A1 STA Plaza	820		\$180.40	
					\$180.40	\$180.40	\$0.00
2	9	Echo Boutique Retail Ground	1033 W 1st Ave	1,500		\$180.00	
					\$180.00	\$180.00	\$0.00
3	83	Fringe & Fray Retail Ground	1325 W 1st Ave, #102 Eldridge Bldg	1,800		\$180.00	
					\$180.00	\$180.00	\$0.00
5	12	Law Offices of D.C. Cronin Office Ground	724 N Monroe St	2,000		\$180.00	
					\$180.00	\$180.00	\$0.00
4	66	Make-Up Studio Retail Ground	216 N Bernard St Fruci	1,789		\$178.90	
					\$178.90	\$178.90	\$0.00
2	51	Pottery Place Plus Retail Ground	203 N Washington St, #1st FI Liberty Bldg	1,490		\$178.80	
					\$178.80	\$178.80	\$0.00
2	49	House of Healing PLLC Retail Upper	7 S Howard St, #210 Symons Bldg	2,228		\$178.24	
					\$178.24	\$178.24	\$0.00
1	46	Indaba Coffee Retail Ground	210 N Howard St Bennett Block	800		\$176.00	
					\$176.00	\$176.00	\$0.00
1	35	Pizza Rita Retail Skywalk	701 W Riverside Ave, #B4 STA Plaza	800		\$176.00	
					\$176.00	\$176.00	\$0.00
5	12	Workpointe Office Upper	921 W Broadway Ave, #101 Broadway Bldg	2,500		\$175.00	
					\$175.00	\$175.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	34	Trinity Management Office	707 W Main Ave, #B6 Crescent Court			
		Office Skywalk	1,458		\$174.96	
				\$174.96	\$174.96	\$0.00
3	83	WS Property Management	1325 W 1st Ave, #300 Eldridge Bldg			
		Office Upper	2,490		\$174.30	
				\$174.30	\$174.30	\$0.00
2	54	Mootsy's Tavern	406 W Sprague Ave			
		Retail Ground	1,436		\$172.32	
				\$172.32	\$172.32	\$0.00
1	46	Smith	530 W Main Ave, #202 Bennett Block			
		Office Upper	1,900		\$171.00	
				\$171.00	\$171.00	\$0.00
5	24	Imperial PFS	201 W North River Dr, #301 RLH Bldg			
		Office Upper	2,396		\$167.72	
				\$167.72	\$167.72	\$0.00
2	17	Dr Scott Mabee	905 W Riverside Ave, #610 Great Western Bldg			
		Office Upper	2,087		\$166.96	
				\$166.96	\$166.96	\$0.00
2	17	The Whipple Law Group	905 W Riverside Ave, #607 Great Western Bldg			
		Office Upper	265		\$21.20	
		Office Upper	1,814		\$145.12	
				\$166.32	\$166.32	\$0.00
2	29	Bruttles Gourmet Candy	828 W Sprague Ave Michael Bldg			
		Retail Ground	1,362		\$163.44	
				\$163.44	\$163.44	\$0.00
2	43	Reidt Pharmacy Corporation	601 W Riverside Ave, #140 Bank Of America FC			
		Retail Ground	1,355		\$162.60	
				\$162.60	\$162.60	\$0.00
2	48	Felice Law Offices PS	505 W Riverside Ave, #210 Fernwell Bldg			
		Office Upper	2,031		\$162.48	
				\$162.48	\$162.48	\$0.00
2	36	Shop Around the Corner	10 N Post St, #102 Peyton Bldg			
		Retail Ground	1,353		\$162.36	
				\$162.36	\$162.36	\$0.00
2	54	Downtown Dental	421 W Riverside Ave, #810, 880 Paulsen Center			
		Office Upper	295		\$23.60	
		Office Upper	1,725		\$138.00	
				\$161.60	\$161.60	\$0.00
2	19	GVD Commercial Properties	909 W 1st Ave, #B			
		Retail Upper	2,000		\$160.00	
				\$160.00	\$160.00	\$0.00
2	54	Cozza Optical	421 W Riverside Ave, #102 Paulsen Center			
		Retail Ground	1,331		\$159.72	
				\$159.72	\$159.72	\$0.00
5	24	Stearns Lending	111 W North River Dr, #205 River's Edge Bldg			
		Office Upper	2,272		\$159.04	
				\$159.04	\$159.04	\$0.00
1	46	Nuess Photography	530 W Main Ave, #230 Bennett Block			
		Retail Skywalk	720		\$158.40	
				\$158.40	\$158.40	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	31	Viren and Associates Inc Office Upper	111 S Post St, #2260 Davenport Tower 1,974		\$157.92	
				\$157.92	\$157.92	\$0.00
2	54	Lilac City Law PLLC Office Upper	421 W Riverside Ave, #665 Paulsen Center 1,965		\$157.20	
				\$157.20	\$157.20	\$0.00
2	54	Paulsen Center Management / West & Wheeler Office Skywalk	421 W Riverside Ave, #204 Paulsen Center 1,421		\$156.31	
				\$156.31	\$156.31	\$0.00
5	24	NW Home Health Office Upper	111 W North River Dr, #204 River's Edge Bldg 2,218		\$155.26	
				\$155.26	\$155.26	\$0.00
2	43	Konica Minolta Business Solutions USA Office Upper	601 W Riverside Ave, #431 Bank Of America FC 1,938		\$155.04	
				\$155.04	\$155.04	\$0.00
4	61	David J. Groesbeck P.S. Office Ground	313 W Riverside Ave Morgan 1,700		\$153.00	
				\$153.00	\$153.00	\$0.00
2	29	Boeing Employees Credit Union Office Upper	801 W Riverside Ave, #510 SRBC Bldg 1,909		\$152.72	
				\$152.72	\$152.72	\$0.00
5	24	IBM Office Upper	201 W North River Dr, #420 RLH Bldg 2,175		\$152.25	
				\$152.25	\$152.25	\$0.00
2	54	Gilbert Law Firm PS Office Upper	421 W Riverside Ave, #353 Paulsen Center 1,892		\$151.36	
				\$151.36	\$151.36	\$0.00
2	36	Cougar Crest Estate Winery Retail Ground	8 N Post St, #6 Peyton Bldg 1,260		\$151.20	
				\$151.20	\$151.20	\$0.00
2	31	Brock Law Firm Office Upper Office Upper	111 S Post St, #2275 & 2280 Davenport Tower 1,340 543		\$107.20 \$43.44	
				\$150.64	\$150.64	\$0.00
1	40	Selkirk Investments Inc Office Upper	222 N Wall St, #402 Wheatland FC 1,671		\$150.39	
				\$150.39	\$150.39	\$0.00
5	24	Parkside Physical Therapy Office Upper	201 W North River Dr, #510 RLH Bldg 2,146		\$150.22	
				\$150.22	\$150.22	\$0.00
2	51	Ampco Parking Commercial Parking	400 W Main Ave 60		\$150.00	
				\$150.00	\$150.00	\$0.00
5	03	Krunch Skate Shop Retail Ground	705 N Monroe St Dresden Bldg 1,500		\$150.00	
				\$150.00	\$150.00	\$0.00
2	54	Lucky's Irish Pub Retail Ground	408 W Sprague Ave 1,250		\$150.00	
				\$150.00	\$150.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
3	85	Motion Auto Supply	120 S Cedar St			
		Retail Ground	1,500		\$150.00	
				\$150.00	\$150.00	\$0.00
3	82	Studio One Hair & Body Salon	1311 W Sprague Ave			
		Retail Ground	1,500		\$150.00	
				\$150.00	\$150.00	\$0.00
2	54	The Missing Piece Tattoo Lounge	410 W Sprague Ave.			
			Spokane, Wa 99201			
		Retail Ground	1,250		\$150.00	
				\$150.00	\$150.00	\$0.00
2	18	Western United Life Assurance Company	926 W 1st Ave Western Center			
		Commercial Parking	60		\$150.00	
				\$150.00	\$150.00	\$0.00
2	53	Cutting Edge Communications	422 W Riverside Ave, #516 USBank Bldg			
		Office Upper	1,380		\$110.40	
		Retail Upper	221		\$17.68	
		Office Upper	266		\$21.28	
				\$149.36	\$149.36	\$0.00
2	54	The Decal Factory	421 W Riverside Ave, #400 Paulsen Center			
		Office Upper	1,861		\$148.88	
				\$148.88	\$148.88	\$0.00
6	13	CITY OF SPOKANE	519 N LINCOLN ST			
		Public Parks	1		\$148.50	
				\$148.50	\$148.50	\$0.00
1	26	Gymboree	808 W Main Ave, #205 RPS			
		Retail Upper	1,648		\$148.32	
				\$148.32	\$148.32	\$0.00
5	22	Mayken	621 W Mallon Ave, #507 Flour Mill			
		Office Upper	984		\$68.88	
		Office Upper	1,109		\$77.63	
				\$146.51	\$146.51	\$0.00
1	41	Henryk's	601 W Main Ave, #207 Chase			
		Retail Skywalk	661		\$145.42	
				\$145.42	\$145.42	\$0.00
2	49	Downtown Hair Salon	11 S Howard St Symons Bldg			
		Retail Ground	1,208		\$144.96	
				\$144.96	\$144.96	\$0.00
2	49	Law Offices of Maris Baltin's	7 S Howard St, #220, S200B Symons Bldg			
		Office Upper	423		\$33.84	
		Office Upper	1,382		\$110.56	
				\$144.40	\$144.40	\$0.00
2	30	AHBL Engineers	827 W 1st Ave, #201 Courtyard Office Center			
		Office Upper	1,800		\$144.00	
				\$144.00	\$144.00	\$0.00
2	30	Strata SalonSpa	827 W 1st Ave, #101 Courtyard Office Center			
		Retail Ground	1,200		\$144.00	
				\$144.00	\$144.00	\$0.00
2	56	Hormel Law Office LLC	421 W 1st Ave, #110 Minnesota Bldg			
		Office Ground	1,300		\$143.00	
				\$143.00	\$143.00	\$0.00

Zone	Block	Business Name	Property Address	Units	Assessment	Actual	Difference
2	56	Prime Real Estate Group	417 W 1st Ave.				
		Office Ground		1,300		\$143.00	
					\$143.00	\$143.00	\$0.00
2	54	Nalco Chemical Company	421 W Riverside Ave, #770, 774 Paulsen Center				
		Office Upper		1,316		\$105.28	
		Office Upper		459		\$36.72	
					\$142.00	\$142.00	\$0.00
4	63	Glen Dow	311 W Riverside Ave				
		Retail Ground		1,400		\$140.00	
					\$140.00	\$140.00	\$0.00
4	72	Lions Lair	205 W Riverside Ave Havermale Park				
		Retail Ground		1,400		\$140.00	
					\$140.00	\$140.00	\$0.00
4	68	Luigi's Restaurant	225 W Main Ave				
		Commercial Parking		70		\$140.00	
					\$140.00	\$140.00	\$0.00
4	66	Edward Jones	218 N Bernard St, #100 Fruci				
		Office Ground		1,554		\$139.86	
					\$139.86	\$139.86	\$0.00
5	24	Epic Land Solutions	111 W North River Dr, #201 River's Edge Bldg				
		Office Ground		1,544		\$138.96	
					\$138.96	\$138.96	\$0.00
2	45	Conrad C Lysiak	601 W 1st Ave, #903 Wells Fargo FC				
		Office Upper		1,727		\$138.16	
					\$138.16	\$138.16	\$0.00
2	54	Bliss Hair Salon	421 W Riverside Ave, #106 Paulsen Center				
		Retail Ground		1,139		\$136.68	
					\$136.68	\$136.68	\$0.00
2	49	Spokane Copy Legal	7 S Howard St, #224 Symons Bldg				
		Office Upper		1,700		\$136.00	
					\$136.00	\$136.00	\$0.00
2	36	Joseph L Schmitz	10 N Post St, #610 Peyton Bldg				
		Office Upper		178		\$14.24	
		Office Upper		1,500		\$120.00	
					\$134.24	\$134.24	\$0.00
2	53	MCI Worldcom	422 W Riverside Ave, #1415 USBank Bldg				
		Office Upper		335		\$26.80	
		Office Upper		1,334		\$106.72	
					\$133.52	\$133.52	\$0.00
2	51	Design Spike	203 N Washington St, #204 Liberty Bldg				
		Office Upper		1,666		\$133.28	
					\$133.28	\$133.28	\$0.00
3	85	Lee Frame Shop	1407 W 1st Ave Grand Coulee Bldg				
		Retail Ground		1,317		\$131.70	
					\$131.70	\$131.70	\$0.00
2	30	Powers Stromberg Pension Consulting Inc	827 W 1st Ave, #425 Courtyard Office Center				
		Office Upper		1,640		\$131.20	
					\$131.20	\$131.20	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
3	6	Dellwo Roberts & Scanlon PS Office Upper	1124 W Riverside Ave, #310 North Coast Plaza Bldg 1,870		\$130.90	
				\$130.90	\$130.90	\$0.00
2	48	Pistole Lifestyle & Skate Retail Ground	523 W Sprague Ave Symons Bldg 1,090		\$130.80	
				\$130.80	\$130.80	\$0.00
1	34	Choice Holdings LLC Office Ground	110 N Post St 1,083		\$129.96	
				\$129.96	\$129.96	\$0.00
4	66	Park Tower Apts. Apartments	217 W Spokane Falls Blvd 185		\$129.50	
				\$129.50	\$129.50	\$0.00
2	30	Clearwater Seed LLC Office Upper	827 W 1st Ave, #325 Courtyard Office Center 1,609		\$128.72	
				\$128.72	\$128.72	\$0.00
5	22	Axtell, Briggs & Freebourn, PLLC Office Upper	621 W Mallon Ave, #509 Flour Mill 1,833		\$128.31	
				\$128.31	\$128.31	\$0.00
1	41	Lincoln Barber Shop Retail Skywalk	601 W Main Ave, #209 Chase 580		\$127.60	
				\$127.60	\$127.60	\$0.00
4	59	Express Employment Professionals Office Ground Office Upper	331 W Main Ave 1,200 276		\$108.00 \$19.32	
				\$127.32	\$127.32	\$0.00
2	36	Standard Insurance Co Office Upper	10 N Post St, #309 Peyton Bldg 1,590		\$127.20	
				\$127.20	\$127.20	\$0.00
2	48	Richard Wall & Joshua Mauer Office Upper	505 W Riverside Ave, #400 Fernwell Bldg 1,587		\$126.96	
				\$126.96	\$126.96	\$0.00
2	19	Barnett Properties Commercial Parking	923 W 1st Ave 50		\$125.00	
				\$125.00	\$125.00	\$0.00
4	61	Eowen S Rosentrater Law Office Office Upper	108 N Washington St, #302 Legion Bldg 1,776		\$124.32	
				\$124.32	\$124.32	\$0.00
2	36	Brews Brothers Espresso Lounge Retail Ground	734 W Sprague Ave Peyton Bldg 1,026		\$123.12	
				\$123.12	\$123.12	\$0.00
3	82	Buena Vista Apts Apartments	11 S Cedar St Buena Vista 41		\$123.00	
				\$123.00	\$123.00	\$0.00
5	22	CITY OF SPOKANE Public Parks	507 N HOWARD ST 1		\$123.00	
				\$123.00	\$123.00	\$0.00
4	61	VickerMan & Driscoll Financial Advisors Office Upper	108 N Washington St, #300 Legion Bldg 1,756		\$122.92	
				\$122.92	\$122.92	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	41	Karel Capital Inc	601 W Main Ave, #818 Chase			
		Office Upper	1,358		\$122.22	
				\$122.22	\$122.22	\$0.00
2	36	Landau Associates Inc	10 N Post St, #218 Peyton Bldg			
		Office Upper	1,519		\$121.52	
				\$121.52	\$121.52	\$0.00
1	9	Spokane Ballet Studio	1017 W 1st Ave Railside Center			
		Office Upper	1,350		\$121.50	
				\$121.50	\$121.50	\$0.00
5	22	Varela & Associates	601 W Mallon Ave, #A Flour Mill			
		Office Ground	1,350		\$121.50	
				\$121.50	\$121.50	\$0.00
1	47	Wild Dawgs	102 N Howard St			
		Retail Ground	550		\$121.00	
				\$121.00	\$121.00	\$0.00
2	36	Craft3	10 N Post St, #220 Peyton Bldg			
		Office Upper	1,500		\$120.00	
				\$120.00	\$120.00	\$0.00
4	72	Kiss and Make Up	227 W Riverside Ave, #A Havermale Park			
		Retail Ground	1,200		\$120.00	
				\$120.00	\$120.00	\$0.00
2	9	Regeneration Point	1012 W Railroad Ave, #101 Railside Center			
		Retail Ground	1,000		\$120.00	
				\$120.00	\$120.00	\$0.00
3	79	San Marco Apts.	1229 W Riverside Dr			
		Apartments	40		\$120.00	
				\$120.00	\$120.00	\$0.00
4	72	The House of Pop	227 W Riverside Ave, #C Havermale Park			
		Retail Ground	1,200		\$120.00	
				\$120.00	\$120.00	\$0.00
1	47	Davis' Watch-Clock-Jewelry Repair	511 W Main Ave, #203 Parkade Plaza			
		Retail Skywalk	545		\$119.90	
				\$119.90	\$119.90	\$0.00
1	26	Connect Wireless	808 W Main Ave, #307 RPS			
		Retail Upper	1,327		\$119.43	
				\$119.43	\$119.43	\$0.00
2	54	Sodemann Documents Services Inc	421 W Riverside Ave, #975, 980A Paulsen Center			
		Office Upper	1,178		\$94.24	
		Office Upper	306		\$24.48	
				\$118.72	\$118.72	\$0.00
2	19	Good Company	920 W 1st Ave Western Center			
		Retail Ground	980		\$117.60	
				\$117.60	\$117.60	\$0.00
2	17	Next Door Espresso	903 W Riverside Ave, #102 Great Western Bldg			
		Retail Ground	978		\$117.36	
				\$117.36	\$117.36	\$0.00
2	7	Northwest Planning Inc	1 N Monroe St, #202			
		Office Upper	1,467		\$117.36	
				\$117.36	\$117.36	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
4	61	Bohrnsen Smith Stocker Luciani PLLC	312 W Riverside Ave	Morgan		
		Office Upper	1,675		\$117.25	
				\$117.25	\$117.25	\$0.00
2	54	Murray, Smith & Associates	421 W Riverside Ave, #762	Paulsen Center		
		Office Upper	1,462		\$116.96	
				\$116.96	\$116.96	\$0.00
1	35	Joe's Mini Market	701 W Riverside Ave, #B3	STA Plaza		
		Retail Ground	526		\$115.72	
				\$115.72	\$115.72	\$0.00
1	28	Longbow Financial & Wealth Management	818 W Riverside Ave, #640	Lincoln Plaza		
		Office Upper	1,259		\$113.31	
				\$113.31	\$113.31	\$0.00
5	22	Cashmere	621 W Mallon Ave, #303 & 304	Flour Mill		
		Retail Upper	694		\$48.58	
		Retail Upper	916		\$64.12	
				\$112.70	\$112.70	\$0.00
5	22	Stantec	621 W Mallon Ave, #307	Flour Mill		
		Office Ground	1,252		\$112.68	
				\$112.68	\$112.68	\$0.00
2	09	Lush Salon	122 S Monroe St, #201	Railside Center		
		Retail Upper	1,405		\$112.40	
				\$112.40	\$112.40	\$0.00
2	50	Ventures Media Group LLC	107 S Howard St, #420	Tomlinson Black Bldg		
		Office Upper	1,400		\$112.00	
				\$112.00	\$112.00	\$0.00
1	47	Heylman Martin Architects	100 N Parkade Plaza			
		Office Ground	928		\$111.36	
				\$111.36	\$111.36	\$0.00
4	61	Leftbank Wine Bar	108 N Washington St, #105	Legion Bldg		
		Retail Ground	1,113		\$111.30	
				\$111.30	\$111.30	\$0.00
2	54	John Guin Law Office	421 W Riverside Ave, #461	Paulsen Center		
		Office Upper	1,382		\$110.56	
				\$110.56	\$110.56	\$0.00
2	54	Sharp Real Estate	421 W Riverside Ave, #1002 & 1009	Paulsen Center		
		Office Skywalk	721		\$79.31	
		Office Upper	390		\$31.20	
				\$110.51	\$110.51	\$0.00
3	85	Andy's Bar	1401 W 1st Ave	Grand Coulee Bldg		
		Retail Ground	1,100		\$110.00	
				\$110.00	\$110.00	\$0.00
5	3	Coeur Coffeehouse	701 N Monroe St	Dresden Bldg		
		Retail Ground	1,100		\$110.00	
				\$110.00	\$110.00	\$0.00
2	54	Pat Kenney Realty LLC	421 W Riverside Ave, #258	Paulsen Center		
		Office Skywalk	1,000		\$110.00	
				\$110.00	\$110.00	\$0.00
5	13	The Senator - A Music Store	618 N Monroe St			
		Retail Ground	1,100		\$110.00	
				\$110.00	\$110.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	53	Erickson's Optical Labs Inc - Eye Clinic	422 W Riverside Ave, #730 USBank Bldg			
		Office Upper	1,369		\$109.52	
				\$109.52	\$109.52	\$0.00
1	41	Loran Graham Company	601 W Main Ave, #1015 Chase			
		Office Upper	1,215		\$109.35	
				\$109.35	\$109.35	\$0.00
2	48	Rainier Patents PS	505 W Riverside Ave, #440 Fernwell Bldg			
		Office Upper	1,366		\$109.28	
				\$109.28	\$109.28	\$0.00
5	22	Evergreen Elder Law	621 W Mallon Ave, #306 Flour Mill			
		Office Upper	1,558		\$109.06	
				\$109.06	\$109.06	\$0.00
2	54	Night Fox Digital	421 W Riverside Ave, #820 Paulsen Center			
		Office Upper	1,360		\$108.80	
				\$108.80	\$108.80	\$0.00
1	26	Oil & Vinegar	808 W Main Ave, #201 RPS			
		Retail Upper	1,193		\$107.37	
				\$107.37	\$107.37	\$0.00
2	17	Best Law, PLLC	905 W Riverside Ave, #409 Great Western Bldg			
		Office Upper	1,332		\$106.56	
				\$106.56	\$106.56	\$0.00
2	31	Summit Capital	111 S Post St, #2250 Davenport Tower			
		Office Upper	1,326		\$106.08	
				\$106.08	\$106.08	\$0.00
2	54	Michael Macauley & Associates	421 W Riverside Ave, #1030 Paulsen Center			
		Office Upper	1,325		\$106.00	
				\$106.00	\$106.00	\$0.00
2	51	Allied Training Systems	203 N Washington St, #M100 Liberty Bldg			
		Office Upper	1,320		\$105.60	
				\$105.60	\$105.60	\$0.00
2	49	Paul DiNenna Jr	7 S Howard St, #425 Symons Bldg			
		Office Upper	1,318		\$105.44	
				\$105.44	\$105.44	\$0.00
2	50	NI Consulting	107 S Howard St, #401 Tomlinson Black Bldg			
		Office Upper	1,314		\$105.12	
				\$105.12	\$105.12	\$0.00
2	54	Ahrend Albrecht, PLLC	421 W Riverside Ave, #614 Paulsen Center			
		Retail Upper	1,312		\$104.96	
				\$104.96	\$104.96	\$0.00
1	28	Clifford Enterprises	818 W Riverside Ave, #680 Lincoln Plaza			
		Office Upper	1,160		\$104.40	
				\$104.40	\$104.40	\$0.00
4	58	Central Parking	220 W Main Ave			
		Commercial Parking	52		\$104.00	
				\$104.00	\$104.00	\$0.00
2	50	Guaranteed Rate	107 S Howard St, #217 Tomlinson Black Building			
		Office Upper	1,300		\$104.00	
				\$104.00	\$104.00	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	52	Cello	415 W Main Ave			
		Office Ground	942		\$103.62	
				\$103.62	\$103.62	\$0.00
2	54	Estate Strategies Inc	421 W Riverside Ave, #972 Paulsen Center			
		Office Upper	1,291		\$103.28	
				\$103.28	\$103.28	\$0.00
2	17	Montgomery, Anderson & Price	905 W Riverside Ave, #501-503 Great Western Bldg			
		Office Upper	1,291		\$103.28	
				\$103.28	\$103.28	\$0.00
3	6	Spokane Counseling Group	1124 W Riverside Ave, #LL2 North Coast Plaza Bldg			
		Office Basement	1,475		\$103.25	
				\$103.25	\$103.25	\$0.00
2	54	Miller and Prothero	421 W Riverside Ave, #868 Paulsen Center			
		Office Upper	1,290		\$103.20	
				\$103.20	\$103.20	\$0.00
3	6	Break Through Inc	1124 W Riverside Ave, #200 North Coast Plaza Bldg			
		Office Upper	1,462		\$102.34	
				\$102.34	\$102.34	\$0.00
2	54	Terrence Dunne & Associates	421 W Riverside Ave, #610 Paulsen Center			
		Office Upper	1,279		\$102.32	
				\$102.32	\$102.32	\$0.00
5	24	Kelly Services Inc.	201 W North River Dr, #210 RLH Bldg			
		Office Upper	1,451		\$101.57	
				\$101.57	\$101.57	\$0.00
2	43	ABM Parking	601 W Riverside Ave, #420 Bank Of America FC			
		Office Upper	1,267		\$101.36	
				\$101.36	\$101.36	\$0.00
2	54	Daily Grind Downtown	421 W Riverside Ave, #207 Paulsen Center			
		Retail Skywalk	840		\$100.80	
				\$100.80	\$100.80	\$0.00
2	54	Goodyear Shoe Repair	414 W Sprague Ave			
		Retail Ground	840		\$100.80	
				\$100.80	\$100.80	\$0.00
2	54	Pinnacle Northwest	412 W Sprague Ave			
		Retail Ground	840		\$100.80	
				\$100.80	\$100.80	\$0.00
5	13	Terry Snow PLLC	711 N Lincoln St, #A-1 Lincoln Court Bldg			
		Office Ground	1,120		\$100.80	
				\$100.80	\$100.80	\$0.00
2	36	Fusion Business Finance, Inc	10 N Post St, #615 Peyton Bldg			
		Office Upper	1,259		\$100.72	
				\$100.72	\$100.72	\$0.00
2	54	Cynthia Schwartz PS	421 W Riverside Ave, #720 Paulsen Center			
		Office Upper	1,246		\$99.68	
				\$99.68	\$99.68	\$0.00
2	54	Peterson Investment Management	421 W Riverside Ave, #315 Paulsen Center			
		Office Upper	1,241		\$99.28	
				\$99.28	\$99.28	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	53	XO Communications Office Upper	422 W Riverside Ave, #615 USBank Bldg 1,234		\$98.72	
				\$98.72	\$98.72	\$0.00
4	62	Gamers Arcade Bar Office Ground	321 W Sprague Ave 1,094		\$98.46	
				\$98.46	\$98.46	\$0.00
4	64	NW Investment Advisors Office Upper	9 S Washington St, #210 Hutton Bldg 1,400		\$98.00	
				\$98.00	\$98.00	\$0.00
5	22	American Fidelity Assurance Office Ground	621 W Mallon Ave, #301 Flour Mill 1,087		\$97.83	
				\$97.83	\$97.83	\$0.00
1	32	Northwest Loan Center Office Upper	221 N Wall St, #615 Old City Hall 1,086		\$97.74	
				\$97.74	\$97.74	\$0.00
2	49	HDG Design Group Office Upper	522 W 1st Ave Symons Bldg 1,219		\$97.52	
				\$97.52	\$97.52	\$0.00
2	54	Cadable Office Upper	421 W Riverside Ave, #902 Paulsen Center 1,218		\$97.44	
				\$97.44	\$97.44	\$0.00
2	54	Cameron Sutherland, PLLC Office Upper	421 W Riverside Ave, #660 Paulsen Center 1,212		\$96.96	
				\$96.96	\$96.96	\$0.00
5	22	Clinkerdagger Retail Ground Retail Ground	621 W Mallon Ave, #401 & #201 Flour Mill 615 354		\$61.50 \$35.40	
				\$96.90	\$96.90	\$0.00
1	28	Robert E Kovacevick PLLC Office Upper	818 W Riverside Ave, #525 Lincoln Plaza 1,074		\$96.66	
				\$96.66	\$96.66	\$0.00
3	83	Chris Morlan Architect and Associates Office Upper	1325 W 1st Ave, #226 Eldridge Bldg 1,375		\$96.25	
				\$96.25	\$96.25	\$0.00
4	68	Diamond Parking Commercial Parking	Main & Bernard 48		\$96.00	
				\$96.00	\$96.00	\$0.00
2	56	Kochi Teriyaki Retail Ground	221 W 1st Ave 800		\$96.00	
				\$96.00	\$96.00	\$0.00
2	50	Spokane Fusion LLC Retail Ground	107 S Howard St, #103 Tomlinson Black Building 800		\$96.00	
				\$96.00	\$96.00	\$0.00
2	54	The Monterey Café Retail Ground	9 N Washington St 800		\$96.00	
				\$96.00	\$96.00	\$0.00
1	26	Fan Suite Retail Upper	808 W Main Ave, #301 RPS 1,060		\$95.40	
				\$95.40	\$95.40	\$0.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
5	24	180 Chiropractic Wellness LLC Retail Ground	201 W North River Dr, #170 RLH Bldg 949		\$94.90	
				\$94.90	\$94.90	\$0.00
2	54	Chicken-N-Mo: Southern Style Cookin' Retail Ground	414 1/2 W Sprague Ave 789		\$94.68	
				\$94.68	\$94.68	\$0.00
5	22	The Chocolate Apothecary Retail Ground	621 W Mallon Ave, #419 Flour Mill 946		\$94.60	
				\$94.60	\$94.60	\$0.00
6	22	CITY OF SPOKANE Public Parks	507 W CATALDO AVE 1		\$94.50	
				\$94.50	\$94.50	\$0.00
2	31	Perof, Elzey & Starry Office Upper	111 S Post St, #2270 Davenport Tower 1,172		\$93.76	
				\$93.76	\$93.76	\$0.00
2	54	Conlin, Maloney & Miller Office Upper Office Upper	421 W Riverside Ave, #911, 469B Paulsen Center 996 156		\$79.68 \$12.48	
				\$92.16	\$92.16	\$0.00
4	61	Threshold Fitness Office Basement	108 N Washington St, #B10 GYM Legion Bldg 1,300		\$91.00	
				\$91.00	\$91.00	\$0.00
2	54	Commerce Architects LLC Office Upper	421 W Riverside Ave, #760 Paulsen Center 1,127		\$90.16	
				\$90.16	\$90.16	\$0.00
3	81	J. Mikalsen Antiques & Decorative Arts Office Ground	1219 W 1st Ave 1,000		\$90.00	
				\$90.00	\$90.00	\$0.00
3	83	River City Brewery Retail Ground	121 S Cedar St Eldridge Bldg 900		\$90.00	
				\$90.00	\$90.00	\$0.00
2	36	The Volstead Act Retail Ground	12 N Post St Peyton Bldg 750		\$90.00	
				\$90.00	\$90.00	\$0.00
5	3	T's Recyclery Office Ground	703 N Monroe St 1,000		\$90.00	
				\$90.00	\$90.00	\$0.00
1	26	Gaslamp Retail Upper	808 W Main Ave, #FC-1 RPS 996		\$89.64	
				\$90.00	\$89.64	\$0.36
2	36	USA Heart Inc Office Upper	10 N Post St, #642 & 644 Peyton Bldg 1,104		\$88.32	
				\$90.00	\$88.32	\$1.68
1	41	John K. Weigand P.S. Office Upper	601 W Main Ave, #812 Chase 980		\$88.20	
				\$90.00	\$88.20	\$1.80
2	54	Inland Northwest Bank Office Ground	421 W Riverside Ave, #256 Paulsen Center 800		\$88.00	
				\$90.00	\$88.00	\$2.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
5	22	Aspen Personnel	621 W Mallon Ave, #601 Flour Mill			
		Office Upper	1,250		\$87.50	
				\$90.00	\$87.50	\$2.50
2	56	Pure Salon & Spa	423 W 1st Ave, #100 Minnesota Bldg			
		Office Ground	790		\$86.90	
				\$90.00	\$86.90	\$3.10
5	24	McGann Corp (Arby's)	201 W North River Dr, #360 RLH Bldg			
		Office Upper	1,228		\$85.96	
				\$90.00	\$85.96	\$4.04
5	22	Queen of Sheba	621 W Mallon Ave, #426 Flour Mill			
		Retail Ground	858		\$85.80	
				\$90.00	\$85.80	\$4.20
2	31	Forster Financial	111 S Post St, #2285 Davenport Tower			
		Office Upper	1,066		\$85.28	
				\$90.00	\$85.28	\$4.72
2	31	Personal Wealth Attorneys PLLC	111 S Post St, #2282 Davenport Tower			
		Office Upper	1,066		\$85.28	
				\$90.00	\$85.28	\$4.72
2	54	Gobel Law Office PLLC	421 W Riverside Ave, #908, 224 Paulsen Center			
		Office Upper	679		\$54.32	
		Office Upper	380		\$30.40	
				\$90.00	\$84.72	\$5.28
3	83	Powers Stromberg Pension Consulting Inc	1325 W 1st Ave, #304 Eldridge Bldg			
		Office Upper	1,210		\$84.70	
				\$90.00	\$84.70	\$5.30
2	54	Patrick Kirby Attorney at Law PS	421 W Riverside Ave, #802 Paulsen Center			
		Office Upper	1,057		\$84.56	
				\$90.00	\$84.56	\$5.44
5	3	Dresden Group LLC	707 N Monroe St			
		Apartments	28		\$84.00	
				\$90.00	\$84.00	\$6.00
4	72	Ifong Chen Photography LLC	201 W Riverside Ave, #201 National Bldg			
		Office Upper	1,200		\$84.00	
				\$90.00	\$84.00	\$6.00
2	54	Law Offices of Kenneth Coleman PS	421 W Riverside Ave, #618 Paulsen Center			
		Office Upper	1,050		\$84.00	
				\$90.00	\$84.00	\$6.00
3	79	NAC Architecture	1208 W Sprague Ave			
		Commercial Parking	42		\$84.00	
				\$90.00	\$84.00	\$6.00
2	54	Casey Law Office PS	421 W Riverside Ave, #308 Paulsen Center			
		Office Upper	1,035		\$82.80	
				\$90.00	\$82.80	\$7.20
3	6	Lee Law Office, PS	1124 W Riverside Ave, #300 North Coast Plaza Bldg			
		Office Upper	1,181		\$82.67	
				\$90.00	\$82.67	\$7.33
2	53	Diamond Parking	420 W Riverside Ave			
		Commercial Parking	33		\$82.50	
				\$90.00	\$82.50	\$7.50

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	43	Delta Dental of Washington Office Upper	601 W Riverside Ave, #1720 Bank Of America FC 1,031		\$82.48	
				\$90.00	\$82.48	\$7.52
2	54	Washington Capital Management - Compass Group Office Upper	421 W Riverside Ave, #812 Paulsen Center 1,029		\$82.32	
				\$90.00	\$82.32	\$7.68
1	46	Fusion Media Office Upper	530 W Main Ave, #205 Bennett Block 900		\$81.00	
				\$90.00	\$81.00	\$9.00
2	54	Wilderness Medical Staffing Office Upper	421 W Riverside Ave, #340 Paulsen Center 1,003		\$80.24	
				\$90.00	\$80.24	\$9.76
4	72	Coy Beauty Retail Ground	227 W Riverside Ave, #B Havermale Park 800		\$80.00	
				\$90.00	\$80.00	\$10.00
3	79	Trackside Studio Retail Ground	115 S Adams St Adams Street Lofts 800		\$80.00	
				\$90.00	\$80.00	\$10.00
4	61	2Point 0 Office Upper Office Upper	108 N Washington St, #406, 409-412 Legion Bldg 730 411		\$51.10 \$28.77	
				\$90.00	\$79.87	\$10.13
4	22	SPOKANE PUBLIC FACILITIES DISTRICT Public Facilities District	ADDRESS UNKNOWN 256		\$79.27	
				\$90.00	\$79.27	\$10.73
4	61	cues Office Ground	108 N Washington St, #104 Legion Bldg 880		\$79.20	
				\$90.00	\$79.20	\$10.80
2	53	Neutron LLC Office Upper	422 W Riverside Ave, #1401 USBank Bldg 988		\$79.04	
				\$90.00	\$79.04	\$10.96
1	26	Holeshot Pizza and Brew Retail Upper	808 W Main Ave, #FC-3 RPS 868		\$78.12	
				\$90.00	\$78.12	\$11.88
1	32	John F Kapek Office Upper	221 N Wall St, #438 Old City Hall 853		\$76.77	
				\$90.00	\$76.77	\$13.23
3	83	Chmura Economics & Anylitics Office Upper	1325 W 1st Ave, #200 Eldridge Bldg 1,094		\$76.58	
				\$90.00	\$76.58	\$13.42
1	26	Rocky Mountain Chocolate Factory Retail Ground	808 W Main Ave, #147, RPS 345		\$75.90	
				\$90.00	\$75.90	\$14.10
1	26	Auntie Anne's Pretzels Retail Skywalk	808 W Main Ave, #222 RPS 344		\$75.68	
				\$90.00	\$75.68	\$14.32
2	54	Spokane Reporting Service Office Upper	421 W Riverside Ave, #1010 Paulsen Center 940		\$75.20	
				\$90.00	\$75.20	\$14.80

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
4	63	Upper Glen	309 W Riverside Ave Glen Dow Bldg			
		Retail Ground	751		\$75.10	
				\$90.00	\$75.10	\$14.90
3	79	Julie Elaine	115 S Adams St, #4 Adams Street Lofts			
		Retail Ground	750		\$75.00	
				\$90.00	\$75.00	\$15.00
2	54	Ameriprise Financial Services Inc	421 W Riverside Ave, #300 Paulsen Center			
		Office Upper	934		\$74.72	
				\$90.00	\$74.72	\$15.28
2	54	Charles T Conrad PS	421 W Riverside Ave, #725 Paulsen Center			
		Office Upper	927		\$74.16	
				\$90.00	\$74.16	\$15.84
4	72	Shasta Hankins Makeup Artist	201 W Riverside Ave, #301 National Bldg			
		Retail Upper	1,053		\$73.71	
				\$90.00	\$73.71	\$16.29
3	6	Kavadias CPA	1124 W Riverside Ave, #215 North Coast Plaza Bldg			
		Office Upper	1,050		\$73.50	
				\$90.00	\$73.50	\$16.50
4	61	Spokane Coin Exchange	108 N Washington St, #103 Legion Bldg			
		Retail Ground	732		\$73.20	
				\$90.00	\$73.20	\$16.80
2	36	Coffman Engineers	10 N Post St, #439/440/450 Peyton Bldg			
		Office Upper	180		\$14.40	
		Office Upper	546		\$43.68	
				\$90.00	\$58.08	\$31.92
1	26	Taco Del Mar	808 W Main Ave, #FC-8 RPS			
		Retail Upper	802		\$72.18	
				\$90.00	\$72.18	\$17.82
5	24	ProPartners Financial	201 W North River Dr, #502 RLH Bldg			
		Office Upper	1,031		\$72.17	
				\$90.00	\$72.17	\$17.83
2	36	Johnson's Custom Jewelry Inc.	10 N Post St, #110 Peyton Bldg			
		Retail Ground	600		\$72.00	
				\$90.00	\$72.00	\$18.00
2	54	Postal Unit #101 / Sub Station	421 W Riverside Ave, #103 Paulsen Center			
		Office Ground	653		\$71.83	
				\$90.00	\$71.83	\$18.17
1	26	Panda Express	808 W Main Ave, #FC-4 RPS			
		Retail Upper	798		\$71.82	
				\$90.00	\$71.82	\$18.18
2	54	Arnold Financial Group	421 W Riverside Ave, #970 Paulsen Center			
		Office Upper	892		\$71.36	
				\$90.00	\$71.36	\$18.64
2	17	Dependable Facility Services	905 W Riverside Ave, #416 Great Western Bldg			
		Office Upper	892		\$71.36	
				\$90.00	\$71.36	\$18.64
2	54	Legacy Capital Management Inc	421 W Riverside Ave, #330 Paulsen Center			
		Office Upper	884		\$70.72	
				\$90.00	\$70.72	\$19.28

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	53	Mike Wren / Chris Brandkamp Office Upper	422 W Riverside Ave, #909 USBank Bldg 883		\$70.64	
				\$90.00	\$70.64	\$19.36
1	26	Rio Grill Brazilian Express Retail Upper	808 W Main Ave, #FC-5 RPS 784		\$70.56	
				\$90.00	\$70.56	\$19.44
4	64	GLR Engineers PLLC Office Upper	9 S Washington St, #213 Hutton Bldg 1,000		\$70.00	
				\$90.00	\$70.00	\$20.00
2	9	Hanson Carlen Construction Office Ground	112 S Monroe St Montvale Block 636		\$69.96	
				\$90.00	\$69.96	\$20.04
2	36	Douglas & Eden Office Upper	10 N Post St, #316 Peyton Bldg 851		\$68.08	
				\$90.00	\$68.08	\$21.92
2	30	Global Distribution Retail Upper	827 W 1st Ave, #416 Courtyard Office Center 851		\$68.08	
				\$90.00	\$68.08	\$21.92
5	22	Scott Murray Office Upper	621 W Mallon Ave, #608 Flour Mill 960		\$67.20	
				\$90.00	\$67.20	\$22.80
5	22	Stantec Office Ground	621 W Mallon Ave, #308 Flour Mill 740		\$66.60	
				\$90.00	\$66.60	\$23.40
1	26	Anemone Paper Flowers Retail Ground	808 W Main Ave RPS 300		\$66.00	
				\$90.00	\$66.00	\$24.00
5	22	Tobacco World Retail Ground	621 W Mallon Ave, #406 Flour Mill 658		\$65.80	
				\$90.00	\$65.80	\$24.20
5	22	Brad Williams Attorney Office Upper	621 W Mallon Ave, #603 Flour Mill 935		\$65.45	
				\$90.00	\$65.45	\$24.55
2	36	Michael J Delay PS Office Upper	10 N Post St, #301 Peyton Bldg 811		\$64.88	
				\$90.00	\$64.88	\$25.12
5	24	Corvel Healthcare Corp Office Upper	201 W North River Dr, #375 RLH Bldg 923		\$64.61	
				\$90.00	\$64.61	\$25.39
1	41	Brian Gosline Office Upper	601 W Main Ave, #813 Chase 704		\$63.36	
				\$90.00	\$63.36	\$26.64
2	54	Elizabeth Ziegler, PhD Office Upper	421 W Riverside Ave, #717 Paulsen Center 791		\$63.28	
				\$90.00	\$63.28	\$26.72
2	18	Metropolitan Apartments Apartments	908 W 1st Ave Western Center 18		\$63.00	
				\$90.00	\$63.00	\$27.00

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	29	Michael Building Apartments Apartments	826 W Sprague Ave Michael Bldg 18		\$63.00	
				\$90.00	\$63.00	\$27.00
5	22	Don Kelley Office Upper	621 W Mallon Ave, #607 Flour Mill 898		\$62.86	
				\$90.00	\$62.86	\$27.14
2	30	Worldwide Express Office Upper	827 W 1st Ave, #308 Courtyard Office Center 783		\$62.64	
				\$90.00	\$62.64	\$27.36
3	83	David Coombs Office Upper	1325 W 1st Ave, #210 Eldridge Bldg 894		\$62.58	
				\$90.00	\$62.58	\$27.42
2	55	Diamond Parking Commercial Parking	428 W Sprague Ave. 25		\$62.50	
				\$90.00	\$62.50	\$27.50
1	26	Leland's Retail Upper	808 W Main Ave, #243 RPS 680		\$61.20	
				\$90.00	\$61.20	\$28.80
5	13	Cutler Law Offices Office Basement	711 N Lincoln St, #B Lincoln Court Bldg 870		\$60.90	
				\$90.00	\$60.90	\$29.10
2	17	Payne Properties & Development Office Upper	905 W Riverside Ave, #406 Great Western Bldg 752		\$60.16	
				\$90.00	\$60.16	\$29.84
3	85	Grand Coulee Apartments Apartments	106 S Cedar St 20		\$60.00	
				\$90.00	\$60.00	\$30.00
2	54	Law Office of Jacqueline Porter Office Upper Office Upper	421 W Riverside Ave, #707, 709 Paulsen Center 348 398		\$27.84 \$31.84	
				\$90.00	\$59.68	\$30.32
5	12	Mark R Iverson PS Office Upper	921 W Broadway Ave, #305 Broadway Bldg 850		\$59.50	
				\$90.00	\$59.50	\$30.50
5	12	Safe Haven Guardianship Agency Office Upper	921 W Broadway Ave, #301 Broadway Bldg 850		\$59.50	
				\$90.00	\$59.50	\$30.50
5	22	Old Joe Clark's Portrait Parlor Retail Ground	621 W Mallon Ave, #302 Flour Mill 592		\$59.20	
				\$90.00	\$59.20	\$30.80
5	22	HoHo Teriyaki Chicken Retail Ground	621 W Mallon Ave, #305 Flour Mill 590		\$59.00	
				\$90.00	\$59.00	\$31.00
1	39	Orlison Brewing Retail Upper	1017 W 1st Ave, #A Railside Center 650		\$58.50	
				\$90.00	\$58.50	\$31.50
2	30	Franklin Loan Center Office Upper Office Upper	827 W 1st Ave, #320/321 Courtyard Office Center 246 485		\$19.68 \$38.80	
				\$90.00	\$58.48	\$31.52

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
5	22	Susan Elg Therapy Services Office Upper	621 W Mallon Ave, #609 & 610 Flour Mill 834		\$58.38	
				\$90.00	\$58.38	\$31.62
2	54	Diverse Bookeeping Service LLC Office Upper	421 W Riverside Ave, #1081 Paulsen Center 725		\$58.00	
				\$90.00	\$58.00	\$32.00
2	51	Barrister Winery Tasting Room Retail Ground	203 N Washington St, #100 Liberty Bldg 480		\$57.60	
				\$90.00	\$57.60	\$32.40
2	49	Fisher Construction Group Office Upper	7 S Howard St, #416, S200C Symons Bldg 720		\$57.60	
				\$90.00	\$57.60	\$32.40
1	26	Subway Retail Upper	808 W Main Ave, #FC-2 RPS 636		\$57.24	
				\$90.00	\$57.24	\$32.76
2	54	Action Coach Office Upper	421 W Riverside Ave, #1015 Paulsen Center 714		\$57.12	
				\$90.00	\$57.12	\$32.88
2	17	Millianna Jewelry Office Upper	905 W Riverside Ave, #608 Great Western Bldg 713		\$57.04	
				\$90.00	\$57.04	\$32.96
2	36	Ronald M Klein PhD Office Upper	10 N Post St, #216 Peyton Bldg 711		\$56.88	
				\$90.00	\$56.88	\$33.12
2	54	Reed National Consulting Office Upper	421 W Riverside Ave, #468 Paulsen Center 708		\$56.64	
				\$90.00	\$56.64	\$33.36
2	54	Steve Cote & Scot Pyle Office Upper	421 W Riverside Ave, #904 Paulsen Center 704		\$56.32	
				\$90.00	\$56.32	\$33.68
2	53	Argia North America / Group Argia Office Upper	422 W Riverside Ave, #324 USBank Bldg 702		\$56.16	
				\$90.00	\$56.16	\$33.84
2	17	Michael Love Law Firm PLLC Office Upper	905 W Riverside Ave, #404 Great Western Bldg 701		\$56.08	
				\$90.00	\$56.08	\$33.92
2	54	Daley Management Office Upper	421 W Riverside Ave, #470 Paulsen Center 700		\$56.00	
				\$90.00	\$56.00	\$34.00
2	52	Launched IT Office Upper	120 N Stevens St, #300 700		\$56.00	
				\$90.00	\$56.00	\$34.00
2	49	Lynn Bolton Consulting Office Upper	7 S Howard St, #428, S200D Symons Bldg 698		\$55.84	
				\$90.00	\$55.84	\$34.16
2	49	Robert Rowley Office Upper	7 S Howard St, #218 Symons Bldg 697		\$55.76	
				\$90.00	\$55.76	\$34.24

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	47	Purpose Financial Advisors LLC Office Upper	522 W Riverside Ave, #730 Fidelity Bldg 618		\$55.62	
				\$90.00	\$55.62	\$34.38
2	54	Essential Massage LLC Office Upper	421 W Riverside Ave, #711 Paulsen Center 690		\$55.20	
				\$90.00	\$55.20	\$34.80
2	54	J&S Family Investments Office Upper	421 W Riverside Ave, #1007 Paulsen Center 688		\$55.04	
				\$90.00	\$55.04	\$34.96
2	54	ReachBio Research Labs Office Upper	421 W Riverside Ave, #1005 Paulsen Center 688		\$55.04	
				\$90.00	\$55.04	\$34.96
1	40	Wheatland Bank Office Upper	222 N Wall St, #301 Wheatland FC 610		\$54.90	
				\$90.00	\$54.90	\$35.10
5	22	Cheateau Rive Retail Upper	621 W Mallon Ave, #606 Flour Mill 776		\$54.32	
				\$90.00	\$54.32	\$35.68
3	79	Myrtle Apartments Apartments	1214 W Sprague Ave 18		\$54.00	
				\$90.00	\$54.00	\$36.00
4	61	OmniPark Office Upper	108 N Washington St, #413 - 414 Legion Bldg 760		\$53.20	
				\$90.00	\$53.20	\$36.80
5	22	Marguerite's Nail Boutique Retail Ground	621 W Mallon Ave, #417 Flour Mill 530		\$53.00	
				\$90.00	\$53.00	\$37.00
2	53	Level 3 Telecommunications Office Upper	422 W Riverside Ave, #1503 USBank Bldg 662		\$52.96	
				\$90.00	\$52.96	\$37.04
5	12	John Rovtar Design Studio Office Upper	921 W Broadway Ave, #203 Broadway Bldg 750		\$52.50	
				\$90.00	\$52.50	\$37.50
3	85	Solo Design Studio Retail Ground	108 S Cedar St Grand Coulee Bldg 523		\$52.30	
				\$90.00	\$52.30	\$37.70
5	13	Northwest Business Finance Office Ground	711 N Lincoln St, #C Lincoln Court Bldg 580		\$52.20	
				\$90.00	\$52.20	\$37.80
5	22	XS Wholesale Jewelers Retail Ground	621 W Mallon Ave, #422 Flour Mill 522		\$52.20	
				\$90.00	\$52.20	\$37.80
2	17	Oxalis Group Office Upper	905 W Riverside Ave, #212 Great Western Bldg 646		\$51.68	
				\$90.00	\$51.68	\$38.32
2	54	Republic Services Regional Disposal Office Upper	421 W Riverside Ave, #1040 Paulsen Center 645		\$51.60	
				\$90.00	\$51.60	\$38.40

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
1	26	Miso Fresh Asian	808 W Main Ave, #FC-6 RPS			
		Retail Upper	571		\$51.39	
				\$90.00	\$51.39	\$38.61
2	54	RR Donnelley	421 W Riverside Ave, #602 Paulsen Center			
		Office Upper	639		\$51.12	
				\$90.00	\$51.12	\$38.88
2	54	Nordhaus Law Firm LLP	421 W Riverside Ave, #1004 Paulsen Center			
		Office Upper	638		\$51.04	
				\$90.00	\$51.04	\$38.96
5	22	CITY OF SPOKANE	730 N POST ST			
		Public Parks	0		\$51.00	
				\$90.00	\$51.00	\$39.00
2	54	Kayleen Islam-Zwart & Jonathan W Anderson	421 W Riverside Ave, #670 Paulsen Center			
		Office Upper	637		\$50.96	
				\$90.00	\$50.96	\$39.04
2	53	Executive Counseling Services	422 W Riverside Ave, #628 USBank Bldg			
		Office Upper	634		\$50.72	
				\$90.00	\$50.72	\$39.28
3	83	Carnegie Nail Design	1317 W 1st Ave Eldridge Bldg			
		Retail Ground	501		\$50.10	
				\$90.00	\$50.10	\$39.90
4	72	Spaceman Coffee	228 W Sprague Ave Havermale Park			
		Retail Ground	500		\$50.00	
				\$90.00	\$50.00	\$40.00
4	72	Ten Salon Inc	15 N Browne St Havermale Park			
		Retail Ground	500		\$50.00	
				\$90.00	\$50.00	\$40.00
3	79	WS Property Management Parking	1218 W Sprague Ave			
		Commercial Parking	25		\$50.00	
				\$90.00	\$50.00	\$40.00
2	54	Labar Architecture	421 W Riverside Ave, #312 Paulsen Center			
		Office Upper	624		\$49.92	
				\$90.00	\$49.92	\$40.08
4	64	Dan Murphy Advisors	9 S Washington St, #211 Hutton Bldg			
		Office Upper	700		\$49.00	
				\$90.00	\$49.00	\$41.00
2	54	HSSA of Spokane County	421 W Riverside Ave, #661 Paulsen Center			
		Office Upper	610		\$48.80	
				\$90.00	\$48.80	\$41.20
2	49	All You Can Ink Tattoo	9 S Howard St Symons Bldg			
		Office Basement	600		\$48.00	
				\$90.00	\$48.00	\$42.00
2	54	Magnin & Kittleson Law Office LLC	421 W Riverside Ave, #260 Paulsen Center			
		Office Skywalk	423		\$46.53	
				\$90.00	\$46.53	\$43.47
2	53	Michael Roozenkrans	422 W Riverside Ave, #1330 USBank Bldg			
		Office Upper	574		\$45.92	
				\$90.00	\$45.92	\$44.08

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	53	Verizon Wireless Corp Office Office Upper	422 W Riverside Ave, #1513 USBank Bldg 564		\$45.12	
				\$90.00	\$45.12	\$44.88
3	79	Myrtle Apartments Apartments	1227 W Riverside Dr. 15		\$45.00	
				\$90.00	\$45.00	\$45.00
2	31	LPL Financial Office Upper	111 S Post St, #2295 Davenport Tower 560		\$44.80	
				\$90.00	\$44.80	\$45.20
3	83	Masonry Industry Promotion Group Office Upper	1325 W 1st Ave, #310 Eldridge Bldg 631		\$44.17	
				\$90.00	\$44.17	\$45.83
5	12	Farrell Law Office Office Upper	921 W Broadway Ave, #303 Broadway Bldg 611		\$42.77	
				\$90.00	\$42.77	\$47.23
2	53	Noel Communications Inc Office Upper	422 W Riverside Ave, #1504 USBank Bldg 534		\$42.72	
				\$90.00	\$42.72	\$47.28
1	47	Thomas Hammer Office Skywalk	502 W Riverside Ave, #204 Sherwood Bldg 356		\$42.72	
				\$90.00	\$42.72	\$47.28
3	83	7 Storms Advertising Office Upper	1325 W 1st Ave, #206 Eldridge Bldg 607		\$42.49	
				\$90.00	\$42.49	\$47.51
5	24	McLean Immigration Law PLLC Office Upper	201 W North River Dr, #370 RLH Bldg 605		\$42.35	
				\$90.00	\$42.35	\$47.65
1	47	Healing Solutions Retail Upper	522 W Riverside Ave, #201 Fidelity Bldg 452		\$40.68	
				\$90.00	\$40.68	\$49.32
2	17	Primum Healthcare Solutions LLC Office Upper	905 W Riverside Ave, #506 Great Western Bldg 508		\$40.64	
				\$90.00	\$40.64	\$49.36
5	3	Ace's Bail Bonds Office Ground	703 N Monroe St, #B 450		\$40.50	
				\$90.00	\$40.50	\$49.50
2	17	JT Tech Inc. Office Upper	905 W Riverside Ave, #408 Great Western Bldg 505		\$40.40	
				\$90.00	\$40.40	\$49.60
2	54	Normandeau CPA Office Upper	421 W Riverside Ave, #460 Paulsen Center 497		\$39.76	
				\$90.00	\$39.76	\$50.24
2	17	Samantha Chandler Office Upper	905 W Riverside Ave, #302 Great Western Bldg 488		\$39.04	
				\$90.00	\$39.04	\$50.96
2	51	Liberty Building Office Office Upper	203 N Washington St, #202 FI Liberty Bldg 485		\$38.80	
				\$90.00	\$38.80	\$51.20

Zone	Block	Business Name	Property Address		Actual	Difference
			Description	Units		
2	49	KSBN Radio	7 S Howard St, #430 Symons Bldg			
		Office Upper	484		\$38.72	
					\$90.00	\$51.28
2	17	Chemical Specialties Limited	905 W Riverside Ave, #202 Great Western Bldg			
		Office Upper	483		\$38.64	
					\$90.00	\$51.36
2	54	Mikes Mobile Shoe Shine	421 W Riverside Ave, #203 Paulsen Center			
		Retail Skywalk	322		\$38.64	
					\$90.00	\$51.36
2	45	Donald Trail Architect	123 S Wall St, Atrium Bldg			
		Office Ground	350		\$38.50	
					\$90.00	\$51.50
4	61	Paige Numata PhD	108 N Washington St, #421 - 422 Legion Bldg			
		Office Upper	537		\$37.59	
					\$90.00	\$52.41
2	54	Johnson Law Firm	421 W Riverside Ave, #407 Paulsen Center			
		Office Upper	467		\$37.36	
					\$90.00	\$52.64
2	54	Law Office of Robert Crick LLC	421 W Riverside Ave, #1560 Paulsen Center			
		Office Upper	466		\$37.28	
					\$90.00	\$52.72
1	32	Studio NXS 55	221 N Wall St, #212 Old City Hall			
		Office Skywalk	310		\$37.20	
					\$90.00	\$52.80
5	6	John T McCarthy LLC	1124 W Riverside Ave, #305 North Coast Plaza Bldg			
		Office Upper	520		\$36.40	
					\$90.00	\$53.60
5	24	Red Lion Hotels Corporation	201 W North River Dr, #332 RLH Bldg			
		Office Upper	520		\$36.40	
					\$90.00	\$53.60
2	54	Gregory J Workland	421 W Riverside Ave, #673 Paulsen Center			
		Office Upper	451		\$36.08	
					\$90.00	\$53.92
2	17	Svenningsen Law Office	905 W Riverside Ave, #504 Great Western Bldg			
		Office Upper	450		\$36.00	
					\$90.00	\$54.00
2	53	Coffee Cup Café	422 W Riverside Ave, #102 USBank Bldg			
		Retail Skywalk	294		\$35.28	
					\$90.00	\$54.72
5	12	Cindy Jordan	921 W Broadway Ave, #205A Broadway Bldg			
		Office Upper	500		\$35.00	
					\$90.00	\$55.00
5	12	Law Offices of Christian J Phelps	921 W Broadway Ave, #201 Broadway Bldg			
		Office Upper	498		\$34.86	
					\$90.00	\$55.14
5	12	Law Offices of Peter March	921 W Broadway Ave, #201 Broadway Bldg			
		Office Upper	498		\$34.86	
					\$90.00	\$55.14

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
2	53	Light Speed Networks Office Upper	422 W Riverside Ave, #328 USBank Bldg 435		\$34.80	
				\$90.00	\$34.80	\$55.20
2	17	Greg Thomas Consulting Office Upper	905 W Riverside Ave, #407 Great Western Bldg 434		\$34.72	
				\$90.00	\$34.72	\$55.28
2	53	Tierpoint Office Upper	422 W Riverside Ave, #816 USBank Bldg 429		\$34.32	
				\$90.00	\$34.32	\$55.68
4	64	Jaime Johnson Events Retail Ground	335 W Sprague Ave, #121 Hutton Bldg 340		\$34.00	
				\$90.00	\$34.00	\$56.00
2	49	Full Moon Integrative Therapies Office Upper	7 S Howard St, #214 Symons Bldg 405		\$32.40	
				\$90.00	\$32.40	\$57.60
2	53	Integra Telecom Inc Office Upper	422 W Riverside Ave, #317 USBank Bldg 396		\$31.68	
				\$90.00	\$31.68	\$58.32
2	49	John O'Neil Office Upper	7 S Howard St, #424 Symons Bldg 384		\$30.72	
				\$90.00	\$30.72	\$59.28
2	51	Beautiful Grounds Retail Upper	404 W Main Ave, #MEZZ Liberty Bldg 380		\$30.40	
				\$90.00	\$30.40	\$59.60
4	61	Amanda Kern Office Upper	108 N Washington St, #407 - 408 Legion Bldg 434		\$30.38	
				\$90.00	\$30.38	\$59.62
4	69	The Riff Retail Ground	215 W Main Ave 300		\$30.00	
				\$90.00	\$30.00	\$60.00
2	31	Va Piano Winery Retail Ground	10 S Post St Davenport Hotel 250		\$30.00	
				\$90.00	\$30.00	\$60.00
1	32	Intermountain Consulting Office Upper	221 N Wall St, #611 Old City Hall 330		\$29.70	
				\$90.00	\$29.70	\$60.30
2	37	Thomas Hammer Office Ground	717 W Sprague Ave, #100+ 270		\$29.70	
				\$90.00	\$29.70	\$60.30
1	26	Ben & Jerry's Scoop Shop Retail Upper	808 W Main Ave, #FC-10 RPS 326		\$29.34	
				\$90.00	\$29.34	\$60.66
5	12	Stella's Café Retail Ground	917 W Broadway Ave 289		\$28.90	
				\$90.00	\$28.90	\$61.10
2	49	STS Translation Inc. Office Upper	7 S Howard St, #216 Symons Bldg 359		\$28.72	
				\$90.00	\$28.72	\$61.28

Zone	Block	Business Name	Property Address				
			Description	Units	Assessment	Actual	Difference
5	22	Chaleureux Massage LLC	621 W Mallon Ave, #505 Flour Mill				
		Office Upper	409			\$28.63	
					\$90.00	\$28.63	\$61.37
3	83	Parks Medical Corporation	1325 W 1st Ave, #306 Eldridge Bldg				
		Office Upper	408			\$28.56	
					\$90.00	\$28.56	\$61.44
2	54	Owen Law Group	421 W Riverside Ave, #416B Paulsen Center				
		Office Upper	351			\$28.08	
					\$90.00	\$28.08	\$61.92
2	54	Situs Realty Group	421 W Riverside Ave, #416A Paulsen Center				
		Office Upper	350			\$28.00	
					\$90.00	\$28.00	\$62.00
2	17	AT&T	905 W Riverside Ave, #214B Great Western Bldg				
		Office Upper	342			\$27.36	
					\$90.00	\$27.36	\$62.64
2	54	Parke Gordon, LLC	421 W Riverside Ave, #1050 Paulsen Center				
		Office Upper	340			\$27.20	
					\$90.00	\$27.20	\$62.80
3	83	Julie Hart Therapy	1325 W 1st Ave, #312 Eldridge Bldg				
		Office Upper	388			\$27.16	
					\$90.00	\$27.16	\$62.84
2	54	Wood Insurance Network Group	421 W Riverside Ave, #668 Paulsen Center				
		Office Upper	338			\$27.04	
					\$90.00	\$27.04	\$62.96
2	53	Star Touch Broadband Services	422 W Riverside Ave, #1521 USBank Bldg				
		Office Upper	317			\$25.36	
					\$90.00	\$25.36	\$64.64
5	12	Gregory S Morrison Attorney	921 W Broadway Ave, #302 Broadway Bldg				
		Office Upper	350			\$24.50	
					\$90.00	\$24.50	\$65.50
5	12	Thomas R McGarry	921 W Broadway Ave, #205B Broadway Bldg				
		Office Upper	350			\$24.50	
					\$90.00	\$24.50	\$65.50
2	54	GeekBuds LLC	421 W Riverside Ave, #381 Paulsen Center				
		Office Upper	305			\$24.40	
					\$90.00	\$24.40	\$65.60
1	28	American Dealer License	818 W Riverside Ave, #455 Lincoln Plaza				
		Office Upper	270			\$24.30	
					\$90.00	\$24.30	\$65.70
2	43	Theodora Sallee	601 W Riverside Ave, #215 Bank Of America FC				
		Office Upper	300			\$24.00	
					\$90.00	\$24.00	\$66.00
2	17	Philip Murphy - PLM Investment Advisors	421 W Riverside Ave, #1046 Paulsen Center				
		Office Upper	299			\$23.92	
					\$90.00	\$23.92	\$66.08
4	60	Sherwood Apartments	123 N Bernard St				
		Apartments	33			\$23.10	
					\$90.00	\$23.10	\$66.90

Zone	Block	Business Name	Property Address	Units	Assessment	Actual	Difference
2	53	Northwest Access Services Office Upper	422 W Riverside Ave, #1520 USBank Bldg	285		\$22.80	
					\$90.00	\$22.80	\$67.20
5	22	Armstrong and Obrien Therapy Office Upper	621 W Mallon Ave, #503 Flour Mill	316		\$22.12	
					\$90.00	\$22.12	\$67.88
3	83	Lil Bit Kreations Photography Office Upper	1325 W 1st Ave, #201B Eldridge Bldg	314		\$21.98	
					\$90.00	\$21.98	\$68.02
4	60	Metropolitan Apartments Apartments	111 N Bernard St	31		\$21.70	
					\$90.00	\$21.70	\$68.30
5	22	Merry Armstrong Office Upper	621 W Mallon Ave, #501 Flour Mill	309		\$21.63	
					\$90.00	\$21.63	\$68.37
2	17	John Newman Office Upper	905 W Riverside Ave, #214A Great Western Bldg	265		\$21.20	
					\$90.00	\$21.20	\$68.80
2	30	Big Show Mobile Office Upper	827 W 1st Ave, #309 Courtyard Office Center	261		\$20.88	
					\$90.00	\$20.88	\$69.12
3	83	Billeter Wealth Management Office Upper	1325 W 1st Ave, #314 Eldridge Bldg	295		\$20.65	
					\$90.00	\$20.65	\$69.35
4	61	Blue Room Design Studio / Blueline Management Grou Office Upper	108 N Washington St, #404 Legion Bldg	295		\$20.65	
					\$90.00	\$20.65	\$69.35
2	30	Get Merch Now Retail Upper	827 W 1st Ave, #414 Courtyard Office Center	252		\$20.16	
					\$90.00	\$20.16	\$69.84
2	30	Gore Electric Office Upper	827 W 1st Ave, #314 Courtyard Office Center	252		\$20.16	
					\$90.00	\$20.16	\$69.84
2	30	Terrapin Capital Office Upper	827 W 1st Ave, #317 Courtyard Office Center	252		\$20.16	
					\$90.00	\$20.16	\$69.84
2	17	American Dealer License Inc Office Upper	905 W Riverside Ave, #414 Great Western Bldg	245		\$19.60	
					\$90.00	\$19.60	\$70.40
2	53	Palindrome Capital Management Office Upper	422 W Riverside Ave, #330 USBank Bldg	240		\$19.20	
					\$90.00	\$19.20	\$70.80
3	83	Chris Bradley Office Upper	1325 W 1st Ave, #216 Eldridge Bldg	270		\$18.90	
					\$90.00	\$18.90	\$71.10
2	17	Park & Restroom Structures, Inc Office Upper	905 W Riverside Ave, #205 Great Western Bldg	235		\$18.80	
					\$90.00	\$18.80	\$71.20

Zone	Block	Business Name	Property Address			
		Description	Units	Assessment	Actual	Difference
3	83	Heather Henriksen Therapy Office Upper	1325 W 1st Ave, #201A Eldridge Bldg 250		\$17.50	
				\$90.00	\$17.50	\$72.50
3	83	Rachae L. Bertolf Office Upper	1325 W 1st Ave, #201C Eldridge Bldg 250		\$17.50	
				\$90.00	\$17.50	\$72.50
2	53	Century Link Office Upper	422 W Riverside Ave, #1510 USBank Bldg 215		\$17.20	
				\$90.00	\$17.20	\$72.80
3	83	Dacotah J Spurgeon Office Upper	1325 W 1st Ave, #218 Eldridge Bldg 245		\$17.15	
				\$90.00	\$17.15	\$72.85
4	72	West Riverside Apartments Apartments	221 W Riverside Ave 24		\$16.80	
				\$90.00	\$16.80	\$73.20
3	83	Bird's Eye Tattoo Office Upper	1325 W 1st Ave, #316 Eldridge Bldg 235		\$16.45	
				\$90.00	\$16.45	\$73.55
2	17	ACE Wholesale Office Upper	905 W Riverside Ave, #203 Great Western Bldg 195		\$15.60	
				\$90.00	\$15.60	\$74.40
2	17	Tina Weaver MA LMHC Office Upper	905 W Riverside Ave, #303 Great Western Bldg 195		\$15.60	
				\$90.00	\$15.60	\$74.40
2	54	Patrick Downey Attorney at Law Office Upper	421 W Riverside Ave, #275B Paulsen Center 190		\$15.20	
				\$90.00	\$15.20	\$74.80
5	12	Interior Development East Ltd Retail Ground	921 W Broadway Ave, #100 Broadway Bldg 150		\$15.00	
				\$90.00	\$15.00	\$75.00
2	36	R E J Designs Office Upper	10 N Post St, #646 Peyton Bldg 180		\$14.40	
				\$90.00	\$14.40	\$75.60
4	69	Cruz Custom Boots Retail Ground	209 W Main Ave 120		\$12.00	
				\$90.00	\$12.00	\$78.00
1	33	Sunglass Hut & Watch Station #4606 Retail Skywalk	808 W Main Ave, #2F RPS 50		\$11.00	
				\$90.00	\$11.00	\$79.00
1	47	Chris Wright Office Upper	522 W Riverside Ave, #611 Fidelity Bldg 115		\$10.35	
				\$90.00	\$10.35	\$79.65
4	72	Hale Apartments Apartments	227 W Riverside Ave Havermale Park 12		\$8.40	
				\$90.00	\$8.40	\$81.60
4	72	Albert Building Apartments Apartments	237 W Riverside Ave Albert Bldg 4		\$2.80	
				\$90.00	\$2.80	\$87.20
				\$497,833.53	\$487,883.90	\$9,949.63