

**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

5.4.1 The City Council shall take public testimony on all matters included on its legislative agenda. There shall be no public testimony on matters on the Council's administrative consent agenda or in regards to procedural, parliamentary, or administrative matters of the Council. There also shall be no public testimony regarding amendments to legislative agenda items. Public testimony shall be limited to the final Council action.

Public testimony shall be limited to three (3) minutes per speaker, unless, at his or her discretion, the Chair determines that, because of the number of speakers signed up to testify, less time will need to be allocated per speaker in order to accommodate all of the speakers. The Chair may allow additional time if the speaker is asked to respond to questions from the Council. At the Chair's discretion, several speakers may allot their time to one speaker who shall speak on behalf of the other individuals for a period of time determined by the Chair.

For legislative or hearing items that may affect an identifiable individual, association, or group, the following procedure may be implemented:

- A. Following an assessment by the Chair of factors such as complexity of the issue(s), the apparent number of people indicating a desire to testify, representation by designated spokespersons, etc., the Chair shall, in the absence of objection by the majority of the Council present, impose the following procedural time limitations for taking public testimony regarding legislative matters:
 1. There shall be up to fifteen (15) minutes for staff, board, or commission presentation of background information, if any.
 2. The designated representative of the proponents of the issue shall speak first and may include within his or her presentation the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. Up to thirty (30) minutes shall be granted for the proponent's presentation. If there be more than one designated representative, they shall allocate the 30 minutes between or among themselves.
 3. Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the proponent's position.
 4. The designated representative, if any, of the opponents of the issue shall speak following the presentation of the testimony of expert witnesses, visual displays, and any other reasonable methods of presenting the case. The designated representative(s) of the opponents shall have the same time allotted as provided for the proponents.
 5. Three minutes shall be granted for any other person not associated with the designated representative who wishes to speak on behalf of the opponents' position.
 6. Up to ten minutes of rebuttal time shall be granted to the designated representative for each side, the proponents speaking first, the opponents speaking second.
- B. In the event the party or parties representing one side of an issue has a designated representative and the other side does not, the Chair shall publicly ask the unrepresented side if they wish to designate one or more persons to utilize the time allotted for the designated representative. If no such designation is made,

each person wishing to speak on behalf of the unrepresented side shall be granted three minutes to present his/her position, and no additional compensating time shall be allowed due to the fact that the side has no designated representative.

- C. In the event there appears to be more than two groups wishing to advocate their distinct positions on a specific issue, the Chair may grant the same procedural and time allowances to each group or groups, as stated previously.
- D. The time taken for staff or Council member questions and responses thereto shall be in addition to the time allotted for any individual or designated representative's testimony.

THE CITY OF SPOKANE



ADVANCE COUNCIL AGENDA

MEETING OF MONDAY, DECEMBER 4, 2017

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 Human Resources at 509.625.6383, 808 W. Spokane Falls Blvd, Spokane, WA, 99201; or msteinolfson@spokanecity.org. Persons who are deaf or hard of hearing may contact Human Resources 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. Contract Extensions from January 1, 2018 through December 31, 2018 for the Waste to Energy Facility with: | Approve
All |
| a. Knight Construction & Supply, Inc., (Deer Park, WA) for the rebuild of gearboxes—\$45,654 plus a 10% administrative reserve for a total contract cost of \$50,219.40. | OPR 2015-0014 |
| b. Safway Services, LLC, (Spokane, WA) for removal and replacement of insulation and cladding for boiler walls and piping and other insulation work as needed—\$110,000. | OPR 2015-0091
RFP 4082-14 |
| c. Online Cleaning Services (Marysville, CA) for boiler blast cleaning services—\$215,000 plus a 10% administrative reserve for a total of \$236,500. | OPR 2015-0095
RFP 4062-14 |

- | | |
|--|---|
| <p>d. Zampell Refractories, Inc., (Newburyport, MA) for refractory installation and sandblasting services—\$640,000 plus 10% administrative reserve for a total of \$704,000.</p> <p>e. Bay Valve Service, LLC, (Longview, WA) for on-site valve repair services—\$100,000 plus a 10% administrative reserve for a total of \$110,000.</p> <p>f. Eastside Electric Motors, LLC, (Spokane Valley, WA) to Recondition Motors Off-site—\$35,000 with a 10% administrative reserve for a total of \$38,500.</p> <p>g. Hydrotech Generator Repair Plus, Inc., (Spokane Valley, WA) for rebuilding of hydraulic and pneumatic cylinders with OEM parts—\$75,000.</p> | <p>OPR 2015-0097
RFP 4069-14</p> <p>OPR 2015-0098
RFP 4091-14</p> <p>OPR 2015-0528</p> <p>OPR 2016-0913
RFP 4303-16</p> |
|--|---|
-
- | | |
|---|--|
| David Paine | |
| <p>2. Contract Extension with American Recycling Corporation (Spokane Valley, WA) for recycling of metals collected from the Waste to Energy Facility, ash, and scrap metals from the tipping floor, from January 1, 2018 through June 30, 2018—estimated revenue of \$100,000.</p> | <p>Approve OPR 2015-0022
RFP 4071-14</p> |
-
- | | |
|---|------------------------------|
| David Paine | |
| <p>3. Second Amendment to Contract with AssetPoint for the yearly Hosting Fee and Technical Support for TabWare Computerized Maintenance Management System and associated software for the Waste to Energy Facility—\$38,500.</p> | <p>Approve OPR 2014-0732</p> |
-
- | | |
|---|--|
| David Paine | |
| <p>4. Low Bid of Red Diamond Construction, Inc. (Spokane, WA) for Upriver Facility Paving—\$135,248.40. An administrative reserve of \$13,524.84, which is 10% of the contract price, will be set aside. (Chief Gary Park Neighborhood)</p> | <p>Approve PRO 2017-0031
ENG 2017169</p> |
-
- | | |
|--|--|
| Dan Buller | |
| <p>5. Increase the administrative reserve on Contract with T. LaRiviere Equipment & Excavation (Athol, ID) for Lincoln Street/Monroe Street - 2nd Avenue to Main Avenue—increase of \$251,889.34 for a total administrative reserve of \$563,999.40 or 18.1% of the contract price. (Riverside Neighborhood)</p> | <p>Approve PRO 2016-0017
ENG 2014107</p> |
-
- | | |
|--|--|
| Kyle Twohig | |
| <p>6. Report of the Mayor of pending claims and payments of previously approved obligations, including those of Parks and Library, through _____, 2017, total \$_____, with Parks and Library claims</p> | <p>Approve & Authorize Payment CPR 2017-0002</p> |

approved by their respective boards. Warrants
excluding Parks and Library total \$_____.

7. City Council Meeting Minutes: _____, 2017.

Approve
All

CPR 2017-0013

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)

NO BOARDS AND COMMISSIONS APPOINTMENTS

(Includes Announcements of Boards and Commissions Vacancies)

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 SPECIAL BUDGET ORDINANCES

NO EMERGENCY ORDINANCES

RESOLUTIONS & FINAL READING ORDINANCES

(Require Four Affirmative, Recorded Roll Call Votes)

RES 2017-0099 Approving settlement of Nancy Goodspeed arising from allegations as more fully described in the complaint filed in the United States District Court for the Eastern District of Washington, Case No. 2:16-cv-00284-TOR—\$165,000.

Nate Odle

FIRST READING ORDINANCE

(No Public Testimony Will Be Taken)

ORD C35566 Relating to the Salary Review Commission; amending SMC sections 2.05.010, 2.05.020, 2.05.030, 2.05.040, 2.05.050, 2.05.060, and 2.05.070.

Council President Stuckart

FURTHER ACTION DEFERRED

NO SPECIAL CONSIDERATIONS

HEARING

(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.	Continuation of Public Hearing on 2018 Proposed Budget. (Continued from November 27, 2017, Agenda)	Hold Hearing & then Close	FIN 2017-0001
	Crystal Marchand		

**Motion to Approve Advance Agenda for December 4, 2017
(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 4, 2017, Regular Legislative Session of the City Council is adjourned to December 11, 2017.

NOTES

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<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>	DAVID PAINE 625-6878	<u>Project #</u>	
<u>Contact E-Mail</u>	DPAINE@SPOKANECITY.ORG	<u>Bid #</u>	WTEF-07
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2018 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, for the rebuild of gearboxes for the WTE. January 1 to December 31, 2018, for a cost of \$45,654.00 plus a 10% administrative reserve for a total contract cost of \$50,219.40.

Summary (Background)

An informal request for bids, WTEF-07, was issued on October 10, 2014, for the rebuild of various gearboxes throughout the WTE. Rebuilding these gearboxes will extend their life and allow the WTE to continue uninterrupted operations at a lower cost than replacing the gearboxes. 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 3rd of those extensions.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	

Expense	\$ 50,219.40	# 4490-44100-37148-54803
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MEIERS, BRANDON	<u>Study Session</u>	PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		tprince@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org	
		bpaschal@spokanecity.org	

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of contract with Knight Construction & Supply, Inc., Deer Park, for the rebuild of gearboxes for the WTE.

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 3rd of those extensions. Cost of this 3rd extension is \$45, 654.00 with a 10% administrative reserve for a total contract amount of \$50,219.40.

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 for January 1 through December 31, 2018, is recommended.

Funding

Funding for this contract extension is included in the 2018 maintenance budget for the WTE.



City of Spokane

CONTRACT EXTENSION 3 OF 4

**Title: REBUILD GEARBOXES OFF-SITE FOR
THE WASTE TO ENERGY 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 **KNIGHT CONSTRUCTION & SUPPLY, INC.**, whose address is 28308 North Cedar Road, Deer Park, Washington 99006 as ("**Company**"). Individually hereafter referenced as a "party", and together as the "parties".

*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, the contract was amended to provide four (4) additional one-year extensions, with this being the 3rd of those extensions.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The original 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 Extension shall become effective on January 1, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through December 31, 2018.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **FORTY FIVE THOUSAND SIX HUNDRED FIFTY FOUR AND NO/100 (\$45,654.00)** plus tax if applicable, 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.

KNIGHT CONSTRUCTION & SUPPLY, 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 Contract Extension:
N/A

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2015-0091
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAVID PAINE 625-6878	<u>Project #</u>	
<u>Contact E-Mail</u>	DPAINE@SPOKANECITY.ORG	<u>Bid #</u>	RFP#4082-14
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2018 FUNDS
<u>Agenda Item Name</u>	4490 - EXTENSION TO CONTRACT FOR INSULATION SERVICES FOR THE WTE		

Agenda Wording

Extension of Contract with Safway Services, LLC, of Spokane, for removal and replacement of insulation and cladding for boiler walls and piping and other insulation work as needed at the WTE.

Summary (Background)

Insulation and cladding of various types is required throughout the plant to allow the WTE to operate properly, and maintain a safe working environment. This contract extension will allow for that insulation to be removed and replaced from time to time, allowing the facility to be maintained and repaired. Removal and replacement of damaged or worn insulation may also be required on an as-needed basis.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	
Expense \$ 110,000.00		# 4490-44100-37148-54850
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	CONKLIN, CHUCK	<u>Study Session</u> PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	KECK, KATHLEEN	Distribution List
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org
<u>Additional Approvals</u>		tprince@spokanecity.org
<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org
		bpaschal@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

The term of this extension is January 1 through December 31, 2018, for a cost of \$100,000.00 with a 10% administrative reserve for a total of \$110,000.00 excluding taxes.

Summary (Background)

On December 8, 2014, 3 proposals were received in response to RFP#4082-14. Safway Services, LLC, was the lowest cost proposer. The original contract was for 1 year, with 4 additional 1-year extensions. This is the 3rd of those extensions. Safway Services, LLC, has agreed to extend the contract for an additional year with the only price increases being a 5% increase to the wages per the Washington State Prevailing Wage regulations.

<u>Fiscal Impact</u>	<u>Budget Account</u>
----------------------	-----------------------

Select	\$	#
--------	----	---

Select	\$	#
--------	----	---

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of Contract with Safway Services, LLC, of Spokane , for removal and replacement of insulation and cladding and for boiler walls and piping and other insulation work as needed at the WTE.

Background

During outages at the WTE removal of insulation and cladding for boiler walls and other areas is needed to allow access. Replacement of the insulation and piping and fabrication and installation of removable insulation blankets is also required. Removal and replacement of damaged or worn insulation may also be required on an as-needed basis.

On December 8, 2014, 3 proposals were received in response to RFP#4082-14. Safway Services, LLC, was the lowest cost proposer. The original contract was for 1 year, with 4 additional 1-year extensions. This is the 3rd of those extensions. Safway Services, LLC, has agreed to extend the contract for an additional year with the only price increases being a 5% increase to the wages per the Washington State Prevailing Wage regulations. Cost of the contract is \$100,00.00 plus 10% administrative reserve for a contract total of \$110,000.00 excluding taxes.

Impact

Insulation and cladding of various types is required throughout the plant to allow the WTE to operate properly, and maintain a safe working environment. This contract extension will allow for that insulation to be removed and replaced from time to time, allowing the facility to be maintained and repaired.

Action

Approval of this contract extension for January 1 to December 31, 2018, is recommended

Funding

Funding is included in the 2018 operation and maintenance budget for the WTE.



City of Spokane

**CONTRACT EXTENSION 3 OF 4
WITH COST**

**Title: INSULATION AND CLADDING REMOVAL
AND REPLACEMENT AT THE CITY'S WASTE
TO ENERGY FACILITY (WTE)**

This Contract Extension including additional compensation is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, **SAFWAY SERVICES, LLC**, whose address is 6206 East. Trent Avenue, Building #3, Suite A, Spokane Valley, Washington 99212, as ("Contractor"). Individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide removal of insulation and cladding for boiler walls and other areas at the City's Waste to Energy facility; and

WHEREAS, the initial contract provided for 4 additional one-year extensions, with this being the 3rd of those extensions.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated March 23, 2015, and March 31, 2015, 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 February 1, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through January 31, 2019.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)**, 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.

SAFWAY SERVICES, LLC

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 Contract Extension:

17-149

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2015-0095
<u>Renews #</u>	

Submitting Dept	SOLID WASTE DISPOSAL	Cross Ref #	
Contact Name/Phone	DAVID PAINE 625-6878	Project #	
Contact E-Mail	DPAINE@SPOKANECITY.ORG	Bid #	RFP#4062-14
Agenda Item Type	Contract Item	Requisition #	2018 FUNDS
Agenda Item Name	4490 - EXTENSION TO CONTRACT FOR BOILER BLAST SERVICES FOR THE WTE		

Agenda Wording

Extension of contract with Online Cleaning Services of Marysville, CA, for boiler blast cleaning services at the WTE. Term is January 1 to December 31, 2018, for a cost of \$215,000.00 plus a 10% administrative reserve for a total of \$236,500.00.

Summary (Background)

Prior to maintenance outages blasting is done in the boilers to facilitate more efficient cleaning and repairs during the outages. Additional on-line blast cleaning may be required for the boilers or the expeller drop chute. Blasting prior to a maintenance outage allows for more efficient cleaning and inspection of the boilers during the outage. This allows for easier identification of areas needing more repair, more efficient repairs, and consequently more efficient operation.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	

Expense	\$ 236,500.00	# 4490-44100-37148-54803
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MEIERS, BRANDON	<u>Study Session</u>	PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		tprince@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org	
		bpaschal@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

These blastings involve the use of explosives, which can only be used by specially trained personnel. Three responses to RFP#4062-14 were received, and Online Cleaning Services was determined to be the most qualified and lowest cost proposer. The term of the original contract was 1 year with 4 additional 1-year extensions. This is the 3rd of those extensions.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of contract with Online Cleaning Services of Marysville, CA, for boiler blast cleaning services at the WTE.

Background

Prior to maintenance outages blasting is done in the boilers to facilitate more efficient cleaning and repairs during the outages. Additional on-line blast cleaning may be required for the boilers or the expeller drop chute.

These blastings involve the use of explosives, which can only be used by specially trained personnel. Three responses to RFP#4062-14 were received, and Online Cleaning Services was determined to be the most qualified and lowest cost proposer. The term of the original contract was 1 year with 4 additional 1-year extensions. This is the 3rd of those extensions. Cost of this extension is \$215,000.00 plus a 10% administrative reserve of \$21,500.00 for a contract total of \$236,500.00 excluding taxes.

Impact

Blasting prior to a maintenance outage allows for more efficient cleaning and inspection of the boilers during the outage. This allows for easier identification of areas needing more repair, more efficient repairs, and consequently more efficient operation.

Action

Recommend Approval of this contract extension for January 1 to December 31, 2018.

Funding

Funding is included in the 2018 operation budget for the WTE.



City of Spokane

CONTRACT EXTENSION 3 OF 4

Title: BOILER BLAST CLEANING SERVICES

This Contract Extension is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, and **ONLINE CLEANING SERVICES**, whose address is 2689 Highway 20, Marysville, California 95901, as ("Contractor"). Individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide Boiler Blast Cleaning Services for the City's Waste to Energy Facility; and

WHEREAS, additional time is required, and this the Contract time for performance needs to be formally Extended by this written document; and

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The original Contract, dated March 30, 2015, 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 TERM.

This Contract Extension shall become effective on January 1, 2018 and shall run through December 31, 2018.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **TWO HUNDRED FIFTEEN THOUSAND AND NO/100 DOLLARS (\$215,000.00)** for everything furnished and done under this Contract Extension. This is the maximum amount to be paid under this 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 Extension by having legally-binding representatives affix their signatures below.

ONLINE CLEANING SERVICES

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:**

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2015-0097
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAVID PAINE 625-6878	<u>Project #</u>	
<u>Contact E-Mail</u>	DPAINE@SPOKANECITY.ORG	<u>Bid #</u>	RFP#4069-14
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2018-FUNDS
<u>Agenda Item Name</u>	4490 - EXTENSION OF CONTRACT FOR REFRACTORY INSTALLATION SERVICE AT		

Agenda Wording

Extension of contract with Zampell Refractories, Inc., Newburyport, MA, for refractory installation and sandblasting services at the WTE. January 1 - December 31, 2018, for \$640,000.00 plus 10% administrative reserve for a total of \$704,000.00.

Summary (Background)

Sandblasting services and removal and replacement of refractory material is essential to keep the boilers in good working order for the continued operation of the WTE Facility. During scheduled maintenance outages, sandblasting of the tube areas in boilers, convection cavity, and superheater tubes, screen tubes, and generator tubes is needed. Also, refractory demolition, tile installation, and miscellaneous anchor welding must be performed.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	

Expense	\$ 704,000.00	# 4490-44100-37148-54803
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	CONKLIN, CHUCK	<u>Study Session</u>	PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		tprince@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org	
		bpaschal@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Zampell Refractories, Inc., was the most qualified and lowest cost proposer responding to RFP #4069-14. Zampell has agreed to extend the contract with no changes to the price for materials and equipment, however labor rates will change in accordance with the changes in the Washington State prevailing wage rate schedule. The term of the original contract was for 1 year, with 4 additional 1-year extensions. This is the third of those extensions.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of contract with Zampell Refractories, Inc., Newburyport, MA, for refractory installation and sandblasting services at the WTE.

Background

During scheduled maintenance outages, sandblasting of the tube areas in boilers, convection cavity, and superheater tubes, screen tubes, and generator tubes is needed. Also, refractory demolition, tile installation, and miscellaneous anchor welding must be performed.

Zampell Refractories, Inc., was the most qualified and lowest cost proposer responding to RFP #4069-14. Zampell has agreed to extend the contract with no changes to the price for materials and equipment, however labor rates will change in accordance with the changes in the Washington State prevailing wage rate schedule. The term of the original contract was for 1 year, with 4 additional 1-year extensions. This is the third of those extensions. The cost for this contract extension is \$640,000.00 plus a 10% administrative reserve, for a contract total of \$704,000.00 excluding taxes.

Impact

Sandblasting services and removal and replacement of refractory material is essential to keep the boilers in good working order for the continued operation of the WTE Facility. Failure of any of these items could result in a plant shutdown.

Action

Approval of this extension is recommended to maintain continued services for January 1 to December 31, 2018.

Funding

Funding for this contract extension is included in the 2018 operation and maintenance budget for the WTE.



City of Spokane

CONTRACT EXTENSION 3 of 4

**Title: REFRACTORY INSTALLATION AND
SANDBLASTING SERVICES**

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 **ZAMPELL REFRACTORIES, INC.**, whose address is 3 Stanley Tucker Drive, Newburyport, Massachusetts 01950-4017, as ("Contractor"). Individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide for the City REFRACTORY INSTALLATION AND SANDBLASTING SERVICES AT THE CITY'S WASTE TO ENERGY FACILITY; and

WHEREAS, the initial contract provided for 4 additional one-year extensions, with this being the 3rd of those extensions.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The original Contract, dated June 4, 2015, and June 18, 2015, 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, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through December 31, 2018.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **SIX HUNDRED FORTY THOUSAND AND NO/100 DOLLARS (\$640,000.00)** 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.

ZAMPELL REFRACTORIES, 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 Contract Extension:

17-147

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2015-0098
<u>Renews #</u>	

Submitting Dept	SOLID WASTE DISPOSAL	Cross Ref #	
Contact Name/Phone	DAVID PAINE 625-6878	Project #	
Contact E-Mail	DPAINE@SPOKANECITY.ORG	Bid #	RFP#4091-14
Agenda Item Type	Contract Item	Requisition #	2018 FUNDS
Agenda Item Name	4490 EXTENSION OF CONTRACT FOR ON-SITE VALVE REPAIR AT THE WTE		

Agenda Wording

Extension of contract with Bay Valve Service, LLC, Longview, WA, for on-site valve repair services at the Waste to Energy Facility. January 1 - December 31, 2018, for a cost of \$100,000.00 plus a 10% administrative reserve for a total of \$110,000.00.

Summary (Background)

The Waste to Energy has numerous types of valves, many of which are critical to the operation of the plant. Maintaining these valves is required for safe and efficient operation. Failure of these critical valves could result in a shutdown of the plant. On-site repair of valves at the waste to energy facility may be as-needed or scheduled in conjunction with a maintenance outage.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	
Expense \$ 110,000.00		# 4490-44100-37148-54803
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	CONKLIN, CHUCK	<u>Study Session</u> PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>
<u>Finance</u>	KECK, KATHLEEN	Distribution List
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org
<u>Additional Approvals</u>		tprince@spokanecity.org
<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org
		bpaschal@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

On December 8, 2014, 2 proposals were received in response to RFP#4091-14. Bay Valve Services, LLC, was the lowest cost proposal. The original contract was for 1 year and allowed for 4 additional 1-year extensions. This is the 3rd of those extensions.

<u>Fiscal Impact</u>		<u>Budget Account</u>
Select	\$	#
Select	\$	#
<u>Distribution List</u>		

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of contract with Bay Valve Service, LLC, Longview, WA, for on-site valve repair services at the Waste to Energy Facility.

Background

On-site repair of valves at the waste to energy facility may be as-needed or scheduled in conjunction with a maintenance outage. Valve repair services may include, but are not limited to: boiler safety valves, relief valves, main boiler stops, critical service valves, high pressure valves, control valves, and removal and installation of various high pressure components.

On December 8, 2014, 2 proposals were received in response to RFP#4091-14. Bay Valve Services, LLC, was the lowest cost proposal. The original contract was for 1 year and allowed for 4 additional 1-year extensions. This is the 3rd of those extensions. Cost of the contract extension is \$100,00.00 plus a 10% administrative reserve for a total contract cost of \$110,000.00 excluding taxes.

Impact

The waste to energy has numerous types of valves, many of which are critical to the operation of the plant. Maintaining these valves is required for safe and efficient operation. Failure of these critical valves could result in a shutdown of the plant.

Action

Recommend approval of this contract extension for January 1 to December 31, 2018.

Funding

Funding is included in the 2018 operation and maintenance budget for the WTE.



City of Spokane

**CONTRACT EXTENSION 3 of 4
WITH COST**

Title: **ON-SITE VALVE REPAIR SERVICES**

This Contract Extension including additional compensation is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, **BAY VALVE SERVICE, LLC.**, whose address is 213 Douglas Street, Longview, Washington 98632, as ("Contractor"). Individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the Contractor agreed to provide for the City On-Site Valve Repair Services; and

WHEREAS, the initial contract provided for 4 additional one-year extensions, with this being the 3rd of those extensions.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated March 25, 2015, 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, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through December 31, 2018.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)**, 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.

BAY VALVE SERVICE, LLC.

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 Contract Extension:

17-148

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2015-0528
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAVID PAINE 625-6878	<u>Project #</u>	
<u>Contact E-Mail</u>	DPAINE@SPOKANECITY.ORG	<u>Bid #</u>	
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2018 FUNDS
<u>Agenda Item Name</u>	4490 - EXTENSION OF CONTRACT FOR OFF-SITE MOTOR RECONDITIONING FOR		

Agenda Wording

Extension of contract with Eastside Electric Motors, LLC, of Spokane Valley, to Recondition Motors Off-site for the Waste to Energy. January 1 to December 31, 2018, for \$35,000.00 with a 10% administrative reserve for a total of \$38,500.00.

Summary (Background)

The WTE Facility uses various motors throughout the plant. Reconditioning of these motors extends the life and allows them to be fully utilized. Reconditioning also allows the WTE to continue uninterrupted operations at a lower cost than replacing the motors. Informal Request for Bids WTE-11 was issued for reconditioning of motors off-site for the WTE. Eastside Electric Motors, LLC, was the lowest cost bidder.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	

Expense	\$ 38,500.00	# 4490-44100-37148-54803
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MEIERS, BRANDON	<u>Study Session</u>	PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		tprince@spokanecity.org	
<u>Purchasing</u>		mdoval@spokanecity.org	
		bpaschal@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 3rd of those extensions.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of contract with Eastside Electric Motors, LLC, of Spokane Valley, to Recondition Motors Off-site for the Waste to Energy.

Background

The WTE Facility uses various motors throughout the plant. Reconditioning of these motors extends the life and allows them to be fully utilized. An Informal Request for Bids WTE-11 was issued for reconditioning of motors off-site for the WTE. Eastside Electric Motors, LLC, was the lowest cost bidder.

The initial contract was for 1 year, and allowed for four 1-year extensions. The term of this extension is January 1 to December 31, 2018 and is the 3rd of those extensions. Cost of this 3rd extension is \$35,000.00 with a 10% administrative reserve for a total of \$38,500.00.

Impact

Reconditioning these motors extends their life and allows the WTE to continue uninterrupted operations at a lower cost than replacing the motors.

Action

Recommend approval.

Funding

Funding is included in the 2018 maintenance budget for the WTE.

City Clerk's No. _____



City of Spokane
CONTRACT EXTENSION #3 of 4
WITH COST

Title: **RECONDITION MOTORS OFF-SITE**

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 **EASTSIDE ELECTRIC MOTORS, LLC.**, whose address is 3712 North Flora Road, Spokane Valley, Washington 99216 as ("**Contractor**").

*WHEREAS, the parties entered into a Contract wherein the **Contractor** agreed to provide for the City Recondition Motors Off-Site for the Waste to Energy Facility, in accordance with the Contractor's quote; and*

WHEREAS, the original Contract allowed for four (4) additional one-year contract extensions, subject to mutual agreement, 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 May 25, 2015, 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, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through December 31, 2018.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **THIRTY FIVE THOUSAND AND NO/100 DOLLARS (\$35,000.00)** 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.

EASTSIDE ELECTRIC MOTORS, LLC.

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Title

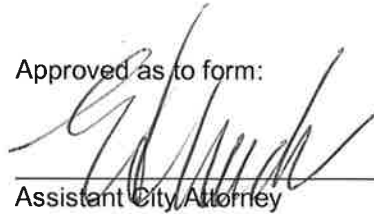
Attest:

City Clerk

Type or Print Name

Title

Approved as to form:



Assistant City Attorney

Attachments that are part of this Contract Extension:

N/A

U2017-190

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2016-0913
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAVID PAINE 625-6878	<u>Project #</u>	
<u>Contact E-Mail</u>	DPAINE@SPOKANECITY.ORG	<u>Bid #</u>	RFP #4303-16
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	2018 FUNDS
<u>Agenda Item Name</u>	4490 EXTENSION OF CONTRACT FOR REBUILD OF HYDRAULIC AND		

Agenda Wording

Extension of Contract with Hydrotech Generator Repair Plus, Inc., of Spokane Valley, for rebuilding of hydraulic and pneumatic cylinders with OEM parts for the WTE.

Summary (Background)

The WTE uses various hydraulic and pneumatic cylinders throughout the facility. Rebuilding these cylinders with OEM parts extends their life and is more cost effective than purchasing all new cylinders. On October 24, 2016, two responses to RFP #4303-16 were received. Hydrotech Generator Repair Plus, Inc., was determined to be the lowest cost proposer. The original contract was for 1 year with the option to extend for 4 additional 1-year periods. This is the first of those extensions.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	

Expense	\$ 75,000.00	# 4490-44100-37148-54803
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MEIERS, BRANDON	<u>Study Session</u>	PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		tprince@spokanecity.org	
<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org	
		bpaschal@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

The term of the extension is January 1 to December 31, 2018, for a cost of \$75,000.00 plus a 10% administrative reserve for a total contract cost of \$82,500.00.

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Extension of Contract with Hydrotech Generator Repair Plus, Inc., of Spokane Valley, for rebuilding of hydraulic and pneumatic cylinders with OEM parts only for the WTE.

Background

The WTE uses various hydraulic and pneumatic cylinders throughout the facility. Rebuilding these cylinders with OEM parts extends their life and is more cost effective than purchasing all new cylinders.

On October 24, 2016, two responses to RFP#4303-16 were received.

1. Knight Construction & Supply, Deer Park, WA
2. Hydrotech Generator Repair Plus, Inc., Spokane Valley, WA

Hydrotech Generator Repair Plus, Inc., was determined to be the lowest cost proposer. The original contract was for 1 year with the option to extend for 4 additional 1-year periods. This is the first of those extensions. The cost of the extension is \$75,000.00 plus a 10% administrative reserve for a total contract price of \$82,500.00.

Impact

Rebuilding these cylinders is the most cost effective method to keep the equipment operating with minimal interruptions in service.

Action

Recommend approval of this contract extension for January 1 through December 31, 2018.

Funding

Funding for this contract is included in the 2018 operation and maintenance budget for the WTE.



City of Spokane

**CONTRACT EXTENSION 1 OF 4
WITH COST**

**Title: OFF-SITE REBUILD OF
HYDRAULIC AND PNEUMATIC CYLINDERS**

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 **HYDROTECH GENERATOR REPAIR PLUS, INC. (d/b/a HYDRAULICS PLUS, INC.)**, whose address is 5507 East Broadway Avenue, Spokane, Washington, 99212 as ("Company"). Individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into a Contract wherein the Company agreed to provide for the City **Off-Site Rebuild Of Hydraulic and Pneumatic Cylinders with OEM Parts Only**; and*

WHEREAS, the initial contract provided for 4 additional one-year extensions, with this being the 1st of those extensions.

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated December 22, 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, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through December 31, 2018.

4. COMPENSATION.

The City shall pay an additional amount not to exceed **SEVENTY FIVE THOUSAND AND NO/100 DOLLARS (\$75,000.00)** 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.

HYDROTECH GENERATOR REPAIR PLUS, INC. CITY OF SPOKANE
(d/b/a HYDRAULICS PLUS, INC.)

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 Contract Extension:

N/A

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	OPR 2015-0022
<u>Renews #</u>	

<u>Submitting Dept</u>	SOLID WASTE DISPOSAL	<u>Cross Ref #</u>	
<u>Contact Name/Phone</u>	DAVID PAINE 625-6878	<u>Project #</u>	
<u>Contact E-Mail</u>	DPAINE@SPOKANECITY.ORG	<u>Bid #</u>	RFP #4071-14
<u>Agenda Item Type</u>	Contract Item	<u>Requisition #</u>	REVENUE
<u>Agenda Item Name</u>	4490 - EXTENSION OF CONTRACT FOR RECYCLING METALS FROM WTE		

Agenda Wording

Contract extension with American Recycling Corporation for recycling of metals collected from the WTE Facility ash, and scrap metals from the tipping floor. January 1 to June 30, 2018, with an estimated revenue of \$100,000.00

Summary (Background)

Metals are removed from the ash prior to disposal to reduce the disposal cost, increase recycling, and generate revenue. In addition, large metal items are removed from the waste on the tipping floor for recycling prior to incineration. The City entered into a contract with American Recycling Corporation in response to the City's RFP #4071-14. That contract was for one year, with 2 additional 1-year extensions.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	

Revenue	\$ 100,000.00	# 4490-44110-37079-36911
---------	---------------	--------------------------

Select	\$	#
--------	----	---

Select	\$	#
--------	----	---

Select	\$	#
--------	----	---

<u>Approvals</u>	<u>Council Notifications</u>
------------------	------------------------------

<u>Dept Head</u>	MEIERS, BRANDON	<u>Study Session</u>	PIES 11/27/17
------------------	-----------------	----------------------	---------------

<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
--------------------------	-------------------	--------------	--

<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
----------------	----------------	--------------------------	--

<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
--------------	---------------------	---------------------------	--

<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
----------------------	-------------------	---------------------------	--

<u>Additional Approvals</u>		tprince@spokanecity.org	
-----------------------------	--	-------------------------	--

<u>Purchasing</u>	PRINCE, THEA	mdoval@spokanecity.org	
-------------------	--------------	------------------------	--

		bpaschal@spokanecity.org	
--	--	--------------------------	--

--	--	--	--

--	--	--	--



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

Those 2 extensions have been exhausted. This extension is for the interim period while a new request for proposals is issued and a new vendor is selected and a contract is in place.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
November 27, 2017

Subject

Contract extension with American Recycling Corporation for recycling of metals collected from the WTE Facility ash, and scrap metals from the tipping floor.

Background

Metals are removed from the ash prior to disposal to reduce the disposal cost, increase recycling, and generate revenue. In addition, large metal items are removed from the waste on the tipping floor for recycling prior to incineration.

The City entered into a contract with American Recycling Corporation in response to the City's RFP #4071-14. That contract was for one year, with 2 additional 1-year extensions. Those 1-year extensions have been exhausted. This extension is for the interim period while a new request for proposals is issued and a new vendor is selected and a contract is in place

Impact

The metals from the ash must be removed from the facility on a daily basis to allow for continued ash generation. Extending this contract will allow for this material to be utilized for recycling instead of being disposed.

Action

Recommend approval of this extension through June 30, 2018.

Funding

This is a revenue contract. Estimated revenue for this extension is \$100,000.00.



City of Spokane

**CONTRACT AMENDMENT / EXTENSION 3 OF 4
WITH COST**

**Title: RECYCLING OF POST COMBUSTIBLE
RECOVERED METALS, RECOVERED METALS
FROM THE TIPPING FLOOR AND RECOVERED
METALS FROM THE RECYCLING AREA OF
THE CITY'S WASTE TO ENERGY (WTE) FACILITY**

This Contract Amendment / Extension is made and entered into by and between the **City of Spokane** as ("City"), a Washington municipal corporation, **AMERICAN RECYCLING CORPORATION**, whose address is 6203 East Mission Avenue, Spokane Valley, Washington 99212, as ("Company"). Individually hereafter referenced as a "party", and together as the "parties".

WHEREAS, the parties entered into a Contract wherein the City has agreed to provide the Company with Post Combustible Recovered Metals, Recovered Metals from the Tipping Floor and Recovered Metals from the Recycling Area of the City's Waste to Energy Facility ("WTE"), which Includes the Company's Process, Transport and Purchase of WTE Ferrous Metals; 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 RFP, 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 March 4, 2015, 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, 2018.

3. EXTENSION.

The contract documents are hereby extended and shall run through June 30, 2018.

4. AMENDMENT.

Section 2 of the original Contract is amended to read as follows:

The Contract shall begin on January 1, 2015 and end on December 31, 2015, unless terminated earlier. ~~Two (2) additional one-year periods shall be allowed, subject to mutual written agreement of both parties.~~ 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.

5. COMPENSATION.

The Company will pay the City for all recyclable metals picked up at the WTE and delivered to the Company's yard. COMPENSATION WILL BE PAID ACCORDING TO SCALE TICKET NET WEIGHTS WITH THE FERROUS MATERIALS PAID IN NET TONS AND THE NON-FERROUS MATERIALS PAID IN POUNDS. The City estimates approximately **ONE HUNDRED THOUSAND AND NO/100 DOLLARS (\$100,000.00)**, as annual revenue from the Company to the RECOVERED METALS provided for under this Contract. There will be no costs to the City for Company's performance of the services related to this Contract Amendment / Extension. The Company shall pay for all its employees and all costs incurred in the performance of this Contract Amendment / Extension. The Company will pay the City for all recyclable metals picked up at the WTE under this Contract Amendment / 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 Amendment / Extension by having legally-binding representatives affix their signatures below.

AMERICAN RECYCLING CORPORATION

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:**

12/04/2017

<u>Date Rec'd</u>	11/20/2017
<u>Clerk's File #</u>	OPR 2014-0732
<u>Renews #</u>	

Submitting Dept	SOLID WASTE DISPOSAL	Cross Ref #	
Contact Name/Phone	DAVID PAINE 625-6878	Project #	
Contact E-Mail	DPAINE@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	CR 18688
Agenda Item Name	4490 AMENDMENT TO CONTRACT FOR TABWARE HOSTING FOR WTE		

Agenda Wording

Second Amendment to contract with AssetPoint for the yearly Hosting Fee and yearly Technical Support for TabWare® Computerized Maintenance Management System and associated software for the WTE facility.

Summary (Background)

All of the equipment history, inventory, purchases, work orders and planned maintenance activities are archived within the TabWare® software. This information is critical to the operations of the facility. AssetPoint is the sole provider of TabWare® and its components, and is the sole provider of training and support. Amendment of this contract will allow for uninterrupted access to the equipment and maintenance history of the WTE facility. This will allow for more efficient procurement of supplies and scheduling of maintenance.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	

Expense	\$ 38,500.00	# 4490-44100-37148-54201
Select	\$	#
Select	\$	#
Select	\$	#

<u>Approvals</u>		<u>Council Notifications</u>	
<u>Dept Head</u>	MEIERS, BRANDON	<u>Study Session</u>	PIES 11/27/17
<u>Division Director</u>	SIMMONS, SCOTT M.	<u>Other</u>	
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>	
<u>Legal</u>	SCHOEDEL, ELIZABETH	ttauscher@spokanecity.org	
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jsalstrom@spokanecity.org	
<u>Additional Approvals</u>		tprince@spokanecity.org	
<u>Purchasing</u>		mdoval@spokanecity.org	
		bpaschal@spokanecity.org	



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Cost for this amendment is \$35,000.00 plus a 10% administrative reserve for a total amendment cost of \$38,500.00 through November 17, 2019.

Summary (Background)

The original contract encompassed the purchase of the software and licenses, conversion to the City's computer system, and hosting and support for the first year. The contract was amended in December 2015 to include ongoing hosting fees and software support. The cost escalation estimated for that amendment was low. This amendment will adjust for that low estimate, and cover the remaining term of the contract.

<u>Fiscal Impact</u>	<u>Budget Account</u>
----------------------	-----------------------

Select	\$	#
--------	----	---

Select	\$	#
--------	----	---

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Solid Waste Disposal
October 23, 2017

Subject

Second Amendment to contract with AssetPoint for the yearly Hosting Fee and yearly Technical Support for TabWare® Computerized Maintenance Management System and associated software for the WTE facility.

Background

All of the equipment history, inventory, purchases, work orders and planned maintenance activities are archived within the TabWare® software. This information is critical to the operations of the facility. AssetPoint is the sole provider of TabWare® and its components, and is the sole provider of training and support.

The original contract encompassed the purchase of the software and licenses, conversion to the City's computer system, and hosting and support for the first year. The contract was amended in December 2015 to include ongoing hosting fees and software support. The cost escalation estimated for that amendment was low. This 2nd amendment will add \$35,000.00 plus an additional 10% administrative reserve for a total of \$38,500.00 to adjust for that low estimate and cover the remaining term of the contract.

Impact

Amendment of this contract will allow for uninterrupted access to the equipment and maintenance history of the WTE facility. This will allow for more efficient procurement of supplies and scheduling of maintenance.

Action

Recommend approval of this amendment.

Funding

Funding is included in the 2018 WTE facility operations budget.



City of Spokane
CONTRACT AMENDMENT
Title: **SOFTWARE SUPPORT AND
MAINTENANCE**

This Contract Amendment is made and entered into by and between the **CITY OF SPOKANE** as ("City"), a Washington municipal corporation, and **ASSETPOINT**, whose address is 770 Pelham Road, Greenville, South Carolina 29615 as ("**Contractor**"). Individually hereafter referenced as a "party", and together as the "parties".

*WHEREAS, the parties entered into a Contract wherein the **Contractor** agreed to provide for the City Tabware® Software, Maintenance and Support for Use at the City's Waste to Energy Facility (WTEF); and*

WHEREAS, the original Contract covered the first year of yearly support and yearly hosting fees; this Contract Amendment will cover the yearly support and yearly hosting fees for the next two (2) years, thus the original Contract needs to be formally Amended by this written document; and

-- NOW, THEREFORE, in consideration of these terms, the parties mutually agree as follows:

1. CONTRACT DOCUMENTS.

The Contract, dated November 17, 2014, and the previous amendment effective November 17, 2015, 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 shall become effective on November 17, 2017.

3. COMPENSATION.

The City shall pay an additional amount not to exceed **THIRTY FIVE THOUSAND AND NO/100 DOLLARS (\$35,000.00)** excluding applicable taxes, for a total compensation amount of **TWO HUNDRED THIRTY ONE THOUSAND FORTY AND NO/100 DOLLARS (\$231,040.00)** for everything furnished and done under this Contract Amendment. This is the maximum amount to be paid under this Amendment, 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 by having legally-binding representatives affix their signatures below.

ASSETPOINT

CITY OF SPOKANE

By _____
Signature Date

By _____
Signature Date

Type or Print Name

Title

Attest:

City Clerk

David A. Condon

Type or Print Name

Mayor, City of Spokane

Title

Approved as to form:

Assistant City Attorney

Attachments that are part of this Agreement:

N/A

U2017-197

CITY OF SPOKANE OFFICE OF THE CITY ATTORNEY
CONTRACT REQUEST FORM

Requesting Department: 4490 – Solid Waste Disposal

Contact Person: Tia Tauscher Phone: 625-6522

Type of Contract: ☐ New Contract ☐ Renewal
☒ Amendment ☐ Extension

What work or service is being provided: Second amendment to contract for yearly hosting fee and technical support for TabWare® Computerized Maintenance Management System

If Request Is For Amendment, Renewal or Extension, Provide OPR #: 2014-0732

Contractor/Consultant Name: Assetpoint

Contractor/Consultant Address: 770 Pelham Road, Greenville, SC 29615

Contract Begin Date: 11/17/17 Contract End Date: 11/16/19

Dollar Amount of Contract (Provide Breakdown Of Costs If Applicable): \$35,000.00

Funding Sources (e.g., CD, Dept. of Justice, Etc.): 4490 SWD 2017 & 2018 budgets

Federal Funding (DWSRF, CWSRF, WSDOT, FHWA, Etc.): No Federal funds

Was The Contractor / Consultant Solicited by City's Request For Proposal / Quote / Bid?

If Yes, Provide City's Specifications And / Or City's Request for Proposals.

If Yes, Provide Copy of the Consultant's Proposal / Contractor's Bid / Quote.

If No, Provide Scope Of Work To Be Performed By The Consultant / Contractor.

Attached

If No, Provide Sole Source Justification Form For Contracts Greater Than \$10,000.

Contract Amendments:

Provide Reason For Amendment.

Provide Desired Changes In Contract Wording.

*****IF THIS IS A PUBLIC WORKS CONTRACT REQUEST*****

Prevailing Wages:

Did The City's Request For Quote / Bid Require Payment of Prevailing Wages By The Contractor? ☐ Yes ☐ No

If Federal Funds Are Involved, Did The City's Request For Quote / Bid Require Payment of Davis Bacon Wages By The Contractor?

☐ Yes ☐ No Wage Decision No. _____

Performance / Payment Bond:

Did the City's Request For Quote / Bid require a 100% Performance / Payment Bond By The Contractor? ☐ Yes ☐ No

For Contracts Up To \$150,000, Does The Contractor Want To Do A 10% Retainage
In Lieu Of A Bond? ☐ Yes ☐ No

**ASSETPOINT, LLC
STATEMENT OF WORK
ENTERPRISE**

This Statement of Work (the "SOW") is by and between AssetPoint LLC, with offices located at 770 Pelham Road, Greenville, South Carolina 29615 ("AssetPoint") and City of Spokane, WA with offices located at 808 W Spokane Falls Blvd., Spokane WA 99201 (the "Customer") and is dated as of September 25, 2014 (the "SOW Effective Date"). This SOW is made pursuant to (and incorporates the terms and conditions of) the Master TabWare Online (TOL) Named User (NUL) Terms located at <http://mastertolnul.assetpoint.com/24Sep2014/> (the "Master Terms").

We are in receipt of the City of Spokane's contract ("Contract") referencing AssetPoint's quote dated November 6, 2014, and the signed contract is attached. In order to avoid any confusion between the parties as to the documentation governing the City of Spokane's license of the TabWare software, we are attaching this complete copy of AssetPoint's SOW that identifies the Software being licensed by the City of Spokane, the Services being purchased, and other applicable terms and conditions. To the extent that there is any conflict between the terms of your contract and the SOW, the Contract will control.

- SOW Term:** The initial term of this SOW begins on the SOW Effective Date and continues for a 60 month period from the SOW Start Date (the "Initial Term"). The term of this SOW shall thereafter automatically renew for successive and consecutive 60 month periods (each such period, a "Renewal Term") unless either party provides a written notice of non-renewal to the other party no less than 60 days prior to the end of the then-current Initial Term or Renewal Term. The Initial Term and any Renewal Term shall be the "SOW Term."
- Software, Training, and Fees:** AssetPoint shall provide the following Software and Training to Customer during the SOW Term as defined below. Customer shall pay the fees for the Software and Training as set forth below. All payments shall be made by Customer with net 30 day payment terms as provided in the Master Terms:

Software/Service	Fees
A. SOFTWARE:	
TabWare CMMS Software: 15 Named User Licenses at \$1,875 each	\$28,125
Requestor: 1 Unlimited Plant Usage License at \$7,500 each	\$7,500
Analytics: 1 Named Authoring License, 1 Named Analyst License, and 13 Viewer Licenses. November Promotional Pricing.	\$0
Document Linking. 1 Named User License at \$300 each	\$300
Data Import Utility: 1 Server License at \$7,500 each	\$7,500
Subtotal Software	\$43,425
Yearly Technical Support	\$8,685
Yearly Hosting Fee	\$13,200
Total Software, Support and Hosting	\$65,310
B. SERVICES & TRAINING ESTIMATE:	
Data Conversion from Wheelabrator's database. 150 Hours	\$30,000
Training. 20 Hours	\$4,000
Project Management. 20 Hours	\$4,000
Go Live Assistance	\$5,190
Subtotal Services and Training	\$38,000
Total Software/Hosting and Services	\$108,500

The following is an expansion of the above service deliverable line items:

TABWARE DEPLOYMENT SERVICES

The AssetPoint SureTrack deployment methodology is based on the goal of transferring knowledge to our customers as quickly as possible to enable our customers to rapidly take ownership of the solution. This deployment model empowers our customers to adapt to their changing needs and requirements on their schedule and not be dependent on AssetPoint to react to change. AssetPoint is always available to help with as many resources and time as required, but you are not dependent on us. This model provides our customers with the highest level of service with the lowest total cost of ownership (TCO) possible in an enterprise level solution in the CMMS marketplace.

- Project Kickoff & Planning – in this meeting with AssetPoint and your project team members the following topics are addressed in the Project Kickoff:

- Introduction of the project team members
- Definition roles and responsibilities
- Identification of the project activities
- Identification of the project deliverables
- Definition of the project timeline
- Determination of the need for data conversions and system interfaces
- Review of technical requirements

- II. Getting Started Training - This training is designed to familiarize key individuals within your organization at a high level on the functional capabilities of TabWare and how it will work in your environment so that functional configuration decisions can be made. Familiarize your project team with the overall capabilities of TabWare.
- Guide your project team through TabWare new functionality and setups.
- III. Data Mapping & Loading Assistance - Assist the core project team in mapping existing data for conversion into the TabWare database.
- Assist by providing data mapping assistance with utilizing your existing Wheelabrator legacy data in TabWare. Provide explanations on the data fields in TabWare.
- IV. Project Management - AssetPoint will assist your staff in project execution and providing a clear understanding and approach to implementation of the TabWare application. We partner with you to plan all the project activities and pair you with the technical and implementation expertise for side-by-side learning and accomplishment with focus on the organization's goals and objectives. The Project Manager will be responsible for;
- Scheduling and planning required resources
 - Developing the training and readiness plan for deployment
 - Remote Project Support
 - Weekly status reports documenting budget, deliverables and upcoming tasks
 - Conducting a Project Closing meeting to review the project, lessons learned and transition to Customer Care
- *The Project Management activities will be conducted remotely, saving on travel time and expenses.*

Assumptions and Disclaimers for implementation and training consultation weeks:

- Travel time is considered billable and is included in the estimate.
- The estimate does not include travel expenses, which will be billed at actual cost except for meals which will be billed at a per diem rate.
- On-sites services will be scheduled for up to 4 days, which allows for:
 - ✓ Travel time for the trainer on Monday and Friday
 - ✓ Pre-trip activities of agenda planning and scope of work document
 - ✓ Post trip report

ACCEPTED AND AGREED:

AssetPoint LLC

By : 

Name : Mike Levine

Title : CEO

Date : 11-20-2014

City of Spokane

By : 

Name : Chuck Conklin

Title : Facilities Director

Date : 11-21-14

Chuck Conklin, WTE Facilities Director
CConklin@SpokaneCity.org
 (509) 625-6524 direct

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	PRO 2017-0031
<u>Renews #</u>	

Submitting Dept	ENGINEERING SERVICES	Cross Ref #	
Contact Name/Phone	DAN BULLER 625-6391	Project #	2017169
Contact E-Mail	DBULLER@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	CR 18673
Agenda Item Name	0370 - LOW BID AWARD - RED DIAMOND CONSTRUCTION, INC.		

Agenda Wording

Low Bid of Red Diamond Construction, Inc. (Spokane, WA) for Upriver Facility Paving - \$135,248.40. An administrative reserve of \$13,524.84, which is 10% of the contract price, will be set aside. (Chief Gary Park Neighborhood Council)

Summary (Background)

On November 13, 2017 bids were opened for the above project. The low bid was from red Diamond Construction, Inc. in the amount of \$135,248.40, which is \$14,370.43 or 9.6% under the Engineer's Estimate; other bids were received as follows: fourShamrock Paving Inc. - \$152,360.00; Inland Asphalt Company - \$152,882.60; L&L Cargile, Inc.- \$172,560.60 and T. LaRiviere Equipment & Excavation Inc. - \$199,410.60.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	
Expense \$ 148,773.24		# 4100 42460 94000 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> PIES 11/27/17
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>
<u>Legal</u>	DALTON, PAT	Engineering Admin
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	mhughes@spokanecity.org
<u>Additional Approvals</u>		mdoval@spokanecity.org
<u>Purchasing</u>		htrautman@spokanecity.org
		jsaywers@spokanecity.org
		publicworksaccounting@spokanecity.org
		kkeck@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

Summary (Background)

On December 8, 2014, 2 proposals were received in response to RFP#4091-14. Bay Valve Services, LLC, was the lowest cost proposal. The original contract was for 1 year and allowed for 4 additional 1-year extensions. This is the 3rd of those extensions.

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

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

Project Number: 2017169

Project Description Upriver Facility Paving

Funding Source Local

Preparer John Saywers

Original Date 9/25/2017 1:49:47 PM

Update Date 11/13/2017 2:02:34 PM

Addendum

Project Number: 2017169			Engineer's Estimate		Red Diamond Construction Inc		Shamrock Paving Inc		Inland Asphalt Company	
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

Paving REBID

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	1.00	1.00
102	SPCC PLAN	1 LS	*****	750.00	*****	600.00	*****	1,000.00	*****	565.00
103	POTHOLING	3 EA	400.00	1,200.00	300.00	900.00	350.00	1,050.00	465.00	1,395.00
104	MOBILIZATION	1 LS	*****	30,000.00	*****	24,000.00	*****	22,000.00	*****	22,525.00
105	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	10 SY	32.00	320.00	15.00	150.00	35.00	350.00	49.00	490.00
106	SAWCUTTING FLEXIBLE PAVEMENT	180 LFI	1.50	270.00	1.20	216.00	1.00	180.00	2.00	360.00
107	ROADWAY EXCAVATION INCL. HAUL	200 CY	26.00	5,200.00	20.00	4,000.00	42.00	8,400.00	30.50	6,100.00
108	REMOVE UNSUITABLE FOUNDATION MATERIAL	25 CY	29.00	725.00	0.01	0.25	21.00	525.00	28.00	700.00
109	REPLACE UNSUITABLE FOUNDATION MATERIAL	25 CY	47.00	1,175.00	0.01	0.25	34.00	850.00	52.50	1,312.50
110	PREPARATION OF UNTREATED ROADWAY	2230 SY	3.50	7,805.00	2.75	6,132.50	3.50	7,805.00	4.30	9,589.00
111	CSTC FOR SIDEWALK AND DRIVEWAYS	2 CY	125.00	250.00	100.00	200.00	175.00	350.00	600.00	1,200.00
112	HMA CL. 1/2 IN. PG 64-28, 3 INCH THICK	2230 SY	16.00	35,680.00	17.00	37,910.00	16.75	37,352.50	16.00	35,680.00
113	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1 CAL	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00
114	COMPACTION PRICE ADJUSTMENT	1 EST	713.60	713.60	713.60	713.60	713.60	713.60	713.60	713.60

<i>Project Number:</i> 2017169			<i>Engineer's Estimate</i>		Red Diamond Construction Inc		Shamrock Paving Inc		Inland Asphalt Company	
<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>
<i>Schedule Description</i>					<i>Tax Classification</i>					
<i>Schedule 01</i> Paving REBID					Sales tax shall be included in unit prices					
115	CEMENT CONCRETE CURB WALL	75 LF	95.00	7,125.00	80.00	6,000.00	87.00	6,525.00	107.00	8,025.00
116	ECOLOGY BLOCK WALL	300 SF	32.00	9,600.00	28.00	8,400.00	25.00	7,500.00	17.00	5,100.00
117	DUCTILE IRON STORM SEWER PIPE 6 IN. DIAM., INCL. STRUCTURAL EXCAVATION CLASS B	40 LF	55.00	2,200.00	48.00	1,920.00	56.00	2,240.00	104.00	4,160.00
118	DUCTILE IRON STORM SEWER PIPE 8 IN. DIAM., INCL. STRUCTURAL EXCAVATION CLASS B	15 LF	60.00	900.00	50.00	750.00	65.00	975.00	111.00	1,665.00
119	CATCH BASIN TYPE 0	2 EA	1,200.00	2,400.00	2,200.00	4,400.00	1,750.00	3,500.00	3,100.00	6,200.00
120	GRATE INLET TYPE 3	2 EA	1,100.00	2,200.00	1,200.00	2,400.00	1,250.00	2,500.00	2,160.00	4,320.00
121	ADJUST EXISTING VALVE BOX, MONUMENT OR CLEANOUT IN ASPHALT	8 EA	300.00	2,400.00	275.00	2,200.00	500.00	4,000.00	505.00	4,040.00
122	ADJUST EXISTING MANHOLE, CATCH BASIN, DRYWELL, OR INLET IN ASPHALT	1 EA	500.00	500.00	460.00	460.00	500.00	500.00	664.00	664.00
123	CONNECT 6 IN. DIAM. PIPE TO EXISTING CATCH BASIN, DRYWELL, OR MANHOLE	1 EA	400.00	400.00	250.00	250.00	600.00	600.00	166.00	166.00
124	CLEANING EXISTING DRAINAGE STRUCTURE	3 EA	275.00	825.00	250.00	750.00	300.00	900.00	443.00	1,329.00
125	INLET PROTECTION	3 EA	100.00	300.00	75.00	225.00	100.00	300.00	90.00	270.00
126	TRENCH SAFETY SYSTEM	1 LS	*****	700.00	*****	100.00	*****	800.00	*****	1.00
127	STABILIZED CONSTRUCTION ENTRANCE	215 SY	10.00	2,150.00	8.00	1,720.00	25.00	5,375.00	16.20	3,483.00
128	SILT FENCE	200 LF	5.00	1,000.00	4.20	840.00	12.00	2,400.00	5.75	1,150.00
129	TOPSOIL TYPE A, 2 INCH THICK	204 SY	6.50	1,326.00	5.70	1,162.80	6.60	1,346.40	7.00	1,428.00
130	BARK OR WOOD CHIP MULCH	25 CY	68.00	1,700.00	75.00	1,875.00	71.50	1,787.50	72.00	1,800.00
131	HYDROSEEDING	69 SY	41.73	2,879.33	26.00	1,794.00	27.50	1,897.50	28.00	1,932.00

Project Number: 2017169			Engineer's Estimate		Red Diamond Construction Inc		Shamrock Paving Inc		Inland Asphalt Company	
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 Paving REBID					Sales tax shall be included in unit prices					
132	SOD INSTALLATION	55 SY	16.00	880.00	15.00	825.00	16.50	907.50	17.00	935.00
133	2 INCH CALIPER SHADE TREE	4 EA	630.00	2,520.00	650.00	2,600.00	660.00	2,640.00	665.00	2,660.00
134	1 GALLON SHRUB	100 EA	23.00	2,300.00	23.00	2,300.00	24.20	2,420.00	24.50	2,450.00
135	TOPSOIL FOR BIO-INFILTRATION SWALES, 18 INCH THICK INCL SE	204 SY	36.60	7,466.40	36.00	7,344.00	38.50	7,854.00	39.00	7,956.00
136	CONSTRUCT BIO-INFILTRATION SWALE	204 SY	13.50	2,754.00	10.00	2,040.00	18.00	3,672.00	4.00	816.00
137	SWALE DRAIN PAD	2 SY	150.00	300.00	125.00	250.00	170.00	340.00	266.00	532.00
138	CURB DROP INLET	3 EA	70.00	210.00	150.00	450.00	115.00	345.00	266.00	798.00
139	CEMENT CONCRETE CURB	175 LF	27.50	4,812.50	25.00	4,375.00	29.00	5,075.00	31.50	5,512.50
142	CHAIN LINK FENCE TYPE 4	35 LF	91.00	3,185.00	70.00	2,450.00	70.00	2,450.00	70.00	2,450.00
143	CEMENT CONC. SIDEWALK	12 SY	61.00	732.00	55.00	660.00	50.00	600.00	65.00	780.00
144	RAMP DETECTABLE WARNING	16 SF	25.00	400.00	40.00	640.00	24.00	384.00	25.00	400.00
145	LIGHT LOOSE RIPRAP	15 CY	75.00	1,125.00	60.00	900.00	100.00	1,500.00	62.00	930.00
146	PAVEMENT MARKING - PAINT	75 SF	3.20	240.00	4.60	345.00	6.00	450.00	4.00	300.00
Schedule Totals				149,618.83		135,248.40		152,360.00		152,882.60

<i>Project Number:</i> 2017169			<i>Engineer's Estimate</i>		L & L Cargile Inc		T LaRiviere Equipment & Excavation 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>
<i>Schedule Description</i>					<i>Tax Classification</i>					
<i>Schedule 01</i> Paving REBID					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	*****	750.00	*****	150.00	*****	2,500.00	*****	0.00
103	POTHOLING	3 EA	400.00	1,200.00	200.00	600.00	400.00	1,200.00	0.00	0.00
104	MOBILIZATION	1 LS	*****	30,000.00	*****	32,895.00	*****	25,000.00	*****	0.00
105	REMOVE CEMENT CONCRETE SIDEWALK AND DRIVEWAY	10 SY	32.00	320.00	30.00	300.00	100.00	1,000.00	0.00	0.00
106	SAWCUTTING FLEXIBLE PAVEMENT	180 LFI	1.50	270.00	2.00	360.00	2.00	360.00	0.00	0.00
107	ROADWAY EXCAVATION INCL. HAUL	200 CY	26.00	5,200.00	40.00	8,000.00	20.00	4,000.00	0.00	0.00
108	REMOVE UNSUITABLE FOUNDATION MATERIAL	25 CY	29.00	725.00	15.00	375.00	18.00	450.00	0.00	0.00
109	REPLACE UNSUITABLE FOUNDATION MATERIAL	25 CY	47.00	1,175.00	20.00	500.00	100.00	2,500.00	0.00	0.00
110	PREPARATION OF UNTREATED ROADWAY	2230 SY	3.50	7,805.00	3.00	6,690.00	2.00	4,460.00	0.00	0.00
111	CSTC FOR SIDEWALK AND DRIVEWAYS	2 CY	125.00	250.00	125.00	250.00	850.00	1,700.00	0.00	0.00
112	HMA CL. 1/2 IN. PG 64-28, 3 INCH THICK	2230 SY	16.00	35,680.00	20.00	44,600.00	18.00	40,140.00	0.00	0.00
113	JOB MIX COMPLIANCE PRICE ADJUSTMENT	1 CAL	-1.00	-1.00	-1.00	-1.00	-1.00	-1.00	0.00	0.00
114	COMPACTION PRICE ADJUSTMENT	1 EST	713.60	713.60	713.60	713.60	713.60	713.60	0.00	0.00
115	CEMENT CONCRETE CURB WALL	75 LF	95.00	7,125.00	100.00	7,500.00	80.00	6,000.00	0.00	0.00
116	ECOLOGY BLOCK WALL	300 SF	32.00	9,600.00	30.00	9,000.00	100.00	30,000.00	0.00	0.00
117	DUCTILE IRON STORM SEWER PIPE 6 IN. DIAM., INCL. STRUCTURAL EXCAVATION CLASS B	40 LF	55.00	2,200.00	70.00	2,800.00	95.00	3,800.00	0.00	0.00
118	DUCTILE IRON STORM SEWER PIPE 8 IN. DIAM., INCL. STRUCTURAL EXCAVATION CLASS B	15 LF	60.00	900.00	90.00	1,350.00	135.00	2,025.00	0.00	0.00

<i>Project Number:</i> 2017169			<i>Engineer's Estimate</i>		L & L Cargile Inc		T LaRiviere Equipment & Excavation 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>
<i>Schedule Description</i>					<i>Tax Classification</i>					
<i>Schedule 01</i> Paving REBID					Sales tax shall be included in unit prices					
119	CATCH BASIN TYPE 0	2 EA	1,200.00	2,400.00	3,200.00	6,400.00	2,800.00	5,600.00	0.00	0.00
120	GRATE INLET TYPE 3	2 EA	1,100.00	2,200.00	2,300.00	4,600.00	2,500.00	5,000.00	0.00	0.00
121	ADJUST EXISTING VALVE BOX, MONUMENT OR CLEANOUT IN ASPHALT	8 EA	300.00	2,400.00	325.00	2,600.00	350.00	2,800.00	0.00	0.00
122	ADJUST EXISTING MANHOLE, CATCH BASIN, DRYWELL, OR INLET IN ASPHALT	1 EA	500.00	500.00	500.00	500.00	550.00	550.00	0.00	0.00
123	CONNECT 6 IN. DIAM. PIPE TO EXISTING CATCH BASIN, DRYWELL, OR MANHOLE	1 EA	400.00	400.00	500.00	500.00	250.00	250.00	0.00	0.00
124	CLEANING EXISTING DRAINAGE STRUCTURE	3 EA	275.00	825.00	250.00	750.00	300.00	900.00	0.00	0.00
125	INLET PROTECTION	3 EA	100.00	300.00	100.00	300.00	100.00	300.00	0.00	0.00
126	TRENCH SAFETY SYSTEM	1 LS	*****	700.00	*****	800.00	*****	2,500.00	*****	0.00
127	STABILIZED CONSTRUCTION ENTRANCE	215 SY	10.00	2,150.00	7.00	1,505.00	15.00	3,225.00	0.00	0.00
128	SILT FENCE	200 LF	5.00	1,000.00	5.50	1,100.00	3.00	600.00	0.00	0.00
129	TOPSOIL TYPE A, 2 INCH THICK	204 SY	6.50	1,326.00	7.50	1,530.00	13.00	2,652.00	0.00	0.00
130	BARK OR WOOD CHIP MULCH	25 CY	68.00	1,700.00	83.00	2,075.00	100.00	2,500.00	0.00	0.00
131	HYDROSEEDING	69 SY	41.73	2,879.33	30.00	2,070.00	30.00	2,070.00	0.00	0.00
132	SOD INSTALLATION	55 SY	16.00	880.00	18.00	990.00	25.00	1,375.00	0.00	0.00
133	2 INCH CALIPER SHADE TREE	4 EA	630.00	2,520.00	650.00	2,600.00	550.00	2,200.00	0.00	0.00
134	1 GALLON SHRUB	100 EA	23.00	2,300.00	28.00	2,800.00	50.00	5,000.00	0.00	0.00
135	TOPSOIL FOR BIO-INFILTRATION SWALES, 18 INCH THICK INCL SE	204 SY	36.60	7,466.40	44.00	8,976.00	75.00	15,300.00	0.00	0.00
136	CONSTRUCT BIO-INFILTRATION SWALE	204 SY	13.50	2,754.00	15.00	3,060.00	35.00	7,140.00	0.00	0.00

<i>Project Number:</i> 2017169			<i>Engineer's Estimate</i>		L & L Cargile Inc		T LaRiviere Equipment & Excavation 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>
<i>Schedule Description</i>					<i>Tax Classification</i>					
<i>Schedule 01</i> Paving REBID					Sales tax shall be included in unit prices					
137	SWALE DRAIN PAD	2 SY	150.00	300.00	200.00	400.00	250.00	500.00	0.00	0.00
138	CURB DROP INLET	3 EA	70.00	210.00	150.00	450.00	200.00	600.00	0.00	0.00
139	CEMENT CONCRETE CURB	175 LF	27.50	4,812.50	40.00	7,000.00	28.00	4,900.00	0.00	0.00
142	CHAIN LINK FENCE TYPE 4	35 LF	91.00	3,185.00	80.00	2,800.00	100.00	3,500.00	0.00	0.00
143	CEMENT CONC. SIDEWALK	12 SY	61.00	732.00	58.00	696.00	50.00	600.00	0.00	0.00
144	RAMP DETECTABLE WARNING	16 SF	25.00	400.00	25.00	400.00	50.00	800.00	0.00	0.00
145	LIGHT LOOSE RIPRAP	15 CY	75.00	1,125.00	75.00	1,125.00	150.00	2,250.00	0.00	0.00
146	PAVEMENT MARKING - PAINT	75 SF	3.20	240.00	6.00	450.00	6.00	450.00	0.00	0.00
<i>Schedule Totals</i>				149,618.83		172,560.60		199,410.60		0.00

	SCHEDULE SUMMARY								
	Sched 1	Sched 2	Sched 3	Sched 4	Sched 5	Sched 6	Sched 7	Sched 8	Total
Engineer's Est	149,618.83	0.00	0.00	0.00	0.00	0.00	0.00	0.00	149,618.83
Red Diamond Construc	135,248.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	135,248.40
Shamrock Paving Inc	152,360.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	152,360.00
Inland Asphalt Compan	152,882.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	152,882.60
L & L Cargile Inc	172,560.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	172,560.60
T LaRiviere Equipment	199,410.60	0.00	0.00	0.00	0.00	0.00	0.00	0.00	199,410.60

Low Bid Contractor: Red Diamond Construction Inc

	Contractor's Bid	Engineer's Estimate	% Variance	
Schedule 01	\$135,248.40	\$149,618.83	9.60	% Under Estimate
Bid Totals	\$135,248.40	\$149,618.83	9.60	% Under Estimate

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Upriver Facility Paving Project (2017169) RE-BID
November 27, 2017

Subject

Upriver Facility Paving Project (2017169) RE-BID

Background

This project is proposing to perform maintenance on the existing gravel access and parking area for the City's Upriver Dam Facility, see attached maps. The existing gravel access driveway and parking area has been a very high maintenance surface as it currently exists. We propose to utilize the existing gravel base and pave the surface with hot mix asphalt (HMA). We also propose to provide stormwater treatments consisting of bio-swale and low impact development (LID) meeting basic treatment guidelines as required per the Department of Ecology and the Spokane Regional Stormwater Manual within wellhead protection areas.

This background information is provided for council consideration. This project was originally bid on October 23, 2017 and we received one bid in the amount of \$231,447.00 with an engineers estimated cost of \$153,000. The one bid was over 50% higher than the engineers estimate and was rejected. We chose to do an Addendum Re-bid which opened on November 13, 2017 to attract more bidders after the end of the construction season. The November 13, 2017 bid opening drew 5 bidders; the lowest responsive bidder was for \$135,248.40 and with a revised engineer's estimate of \$149,618.83 makes the bid 10% under the engineers estimate. We plan to place this project on council advanced agenda if approved.

Impact

This work will require coordination with Upriver Dam Facility tours during construction.

Action

Recommend Approval.

Funding

This contract will be funded by the water department

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Upriver Facility Paving Project (2017169) RE-BID
November 27, 2017



BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Upriver Facility Paving Project (2017169) RE-BID
November 27, 2017

CITY OF SPOKANE, WASHINGTON
DEPARTMENT OF ENGINEERING SERVICES

MAYOR
DAVID A. CONDON

COUNCIL MEMBERS
BEN STUCKART, CITY COUNCIL PRESIDENT
AMBER WALDREP
BRIANN BEGGS
KAREN STRATTON
LORI KINNIEAR
MIKE FAGAN
CANDACE MUMMI

CITY ADMINISTRATOR
THERESA SANDERS

ENGINEERING OPERATIONS MANAGER
KYLE TWOHIG

CITY ENGINEER
DAN BULLER, PE

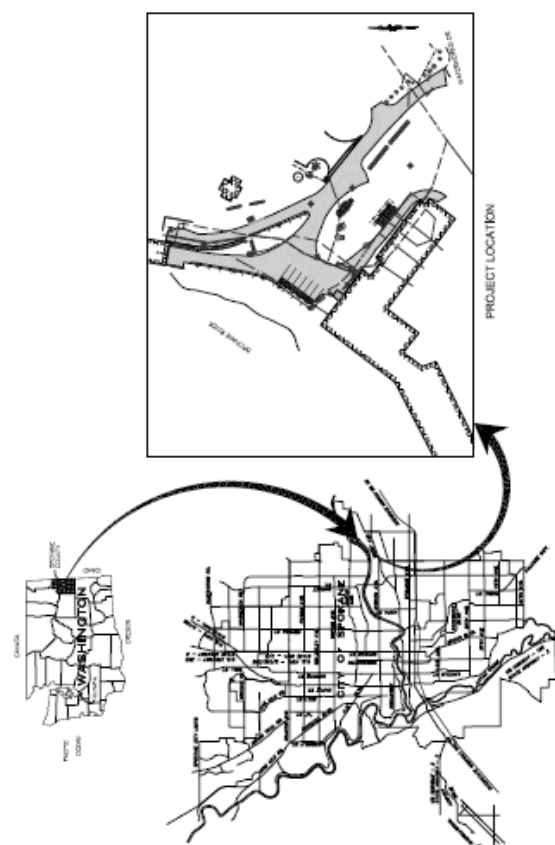
DIRECTOR OF UTILITIES
SCOTT SIMMONS

DIRECTOR OF WATER AND WASTEWATER COLLECTION
DAN KIDLEY


SHEET INDEX

- 1.) COVER SHEET / INDEX / VICINITY MAPS
- 2.) PAVING
- 3.) GRADING & DRAINAGE
- 4.) ESC PLANS
- 5.) DETAILS
- 6.) DETAILS
- 7.) DETAILS

PROJECT LOCATION



CITY OF SPOKANE



UPRIVER PARKING LOT IMPROVEMENTS

CITY PROJECT # 2017169

APPROVED	DATE
APPROVED	DATE
APPROVED	DATE
APPROVED	DATE

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

12/04/2017

<u>Date Rec'd</u>	11/14/2017
<u>Clerk's File #</u>	PRO 2016-0017
<u>Renews #</u>	

Submitting Dept	ENGINEERING SERVICES	Cross Ref #	
Contact Name/Phone	KYLE TWOHIG 625-6152	Project #	2014107
Contact E-Mail	KTWOHIG@SPOKANECITY.ORG	Bid #	
Agenda Item Type	Contract Item	Requisition #	CR18690
Agenda Item Name	0370 - ADDITIONAL ADMINISTRATIVE RESERVE		

Agenda Wording

Authorization to increase the administrative reserve on the contract with T. LaRiviere Equipment & Excavation, (Athol, ID) for Lincoln Street/Monroe Street - 2nd Avenue to Main Avenue for an increase of \$251,889.34 for a total administrative reserve

Summary (Background)

During the construction of the Monroe Street/Lincoln Street Couplet many contract items overran, primarily at the City's direction for the benefit of the project and/or public convenience. Therefore it will be necessary to increase the administrative reserve.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? YES	
Expense	\$ 251,889.34	# 3200 95059 95300 56501 21001
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> PIES 11/27/17
<u>Finance</u>	KECK, KATHLEEN	<u>Distribution List</u>
<u>Legal</u>	DALTON, PAT	Engineering Admin
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	mhughes@spokanecity.org
<u>Additional Approvals</u>		kkeck@spokanecity.org
<u>Purchasing</u>		publicworksaccounting@spokanecity.org
		mdoval@spokanecity.org
		ktwohig@spokanecity.org



Continuation of Wording, Summary, Budget, and Distribution

Agenda Wording

of \$563,999.40 or 18.1% of the contract price. (Riverside Neighborhood Council).

Summary (Background)

Fiscal Impact

Select \$

Select \$

Budget Account

#

#

Distribution List

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Engineering Services
November 27, 2017

Subject

Project #2014107 - Monroe Street/Lincoln Street Couplet from 8th to Main Avenue
Phase II – 2nd Avenue to Main Avenue. Request for Additional Administrative Reserve.

Background

During the construction of the above mentioned project many contract items overran, primarily at City's direction for the benefit of the project and/or public convenient. Of those, the following items had the greatest impact to the project budget:

- Removal and Replacement of Curbs and Sidewalks totaling \$92,000. The existing curbs and sidewalks were in such poor shape additional removal and replacement was required for a satisfactory outcome.
- Temporary Patching for water main replacement totaling \$56,000. To keep two lanes of traffic flowing during water main replacement all water main crossing required temporary patching.
- Removal and Replacement of Asphalt totaling \$128,000. On several side streets connections to existing City utilities were required that were outside the street removal limits. At these locations the cuts were squared off and the side street was rebuilt instead of patched.

Additional change orders have been processed or are expected for the following significant items:

- Additional Traffic Control and Devices totaling \$102,000. Additional traffic control and devices were required in several locations that were not anticipated on the traffic control plan. Additional flaggers were required for paving operations which occurred at night to minimize public impacts.
- Provide and Operate Light Plants totaling \$67,000. The existing lighting system was removed and replaced on the project. After removal of the existing lighting system, streets that were normally lit at night became very dark. The Contractor was asked to provided and operate light plants at each intersection for 4 months.
- Signal and Lighting revisions totaling \$33,000. In several locations the existing electrical system was not up to code. The existing system had to be brought up to current code before the new electrical system could be tied into the existing electrical system.
- Temporary Striping totaling \$22,000. Due to inclement weather, the final lift of asphalt could not be placed before the winter of 2016. The contractor was directed to place temporary striping prior to the winter shut down.

Original Contract Amount = \$3,121,100.60

BRIEFING PAPER
City of Spokane
Public Infrastructure, Environment and Sustainability Committee
Engineering Services
November 27, 2017

Existing Administrative Reserve = \$312,110.06 (10%)
Additional Administrative Reserve Request: \$251,889.34 (8.1%)
Projected Project Construction Cost = ~\$3,685,100.00 (~118.1%)

Impact

The aggregate contract change orders and quantity overruns are expected to exceed the 10% administrative reserve provided during contract award. It is estimated that the change orders and overruns will not exceed 18.1% of the original contract amount of \$3,121,100.60. Original funding amounts are sufficient to fulfill this request.

Action

Authorize additional administrative reserve to allow for the payment of quantity overruns, negotiations and payment of outstanding change orders, and to final the project. Increase the Administrative Reserve from \$312,110.06 to \$563,999.40 to final the project and comply with prompt pay laws.

Funding

This additional administrative reserve will be funded via the Arterial Street Fund.

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

12/04/2017

<u>Date Rec'd</u>	11/21/2017
<u>Clerk's File #</u>	RES 2017-0099
<u>Renews #</u>	
<u>Cross Ref #</u>	
<u>Project #</u>	
<u>Bid #</u>	
<u>Requisition #</u>	

Submitting Dept	CITY ATTORNEY
Contact Name/Phone	NATE ODLE 625-6288
Contact E-Mail	NODLE@SPOKANECITY.ORG
Agenda Item Type	Resolutions
Agenda Item Name	0500 SETTLEMENT RESOLUTION

Agenda Wording

Approving settlement of Nancy Goodspeed for \$165,000, arising from allegations as more fully described in the complaint filed in the United States District Court for the Eastern District of Washington, Case No. 2:16-cv-00284-TOR.

Summary (Background)

Case settled following mediation.

<u>Fiscal Impact</u>	Grant related? NO	<u>Budget Account</u>
	Public Works? NO	
Expense	\$ \$165,000.00	# 5800-78100-18680-54601
Select	\$	#
Select	\$	#
Select	\$	#
<u>Approvals</u>		<u>Council Notifications</u>
<u>Dept Head</u>	PICCOLO, MIKE	<u>Study Session</u>
<u>Division Director</u>		<u>Other</u> Council briefed 11/16/17
<u>Finance</u>	DOVAL, MATTHEW	Distribution List
<u>Legal</u>	DALTON, PAT	nodle@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jasampson@spokanecity.org
<u>Additional Approvals</u>		james.scott@ascrisk.com
<u>Purchasing</u>		tdunivant@spokanecity.org

RESOLUTION RE SETTLEMENT OF
CIVIL CLAIM AGAINST CITY OF SPOKANE

WHEREAS, the City of Spokane, Mayor David Condon, City Administrator Theresa Sanders, and former employee Heather Lowe are defendants in litigation brought in the United States District Court for the Eastern District of Washington, Case No. 2:16-cv-00284-TOR, under the caption *Nancy Goodspeed, Plaintiff, v. City of Spokane, a municipal corporation in and for the State of Washington; David Condon, an individual, Theresa Sanders, an individual, Heather Lowe, a married individual, and Occupational Medicine Associates, a Washington corporation*, arising from allegations as more fully described in the Complaint filed in said cause, and

WHEREAS, the City of Spokane ("the City") has determined to resolve all claims with Plaintiff Nancy Goodspeed ("Plaintiff") and any third-parties who may claim a subrogated interest against the City, its officers, agents, employees and contractors, for a payment of ONE HUNDRED SIXTY-FIVE THOUSAND and NO/100 DOLLARS (\$165,000.00).

WHEREAS, Plaintiff has agreed to accept said payment and in return to dismiss with prejudice her underlying lawsuit and any and all claims against the City and the Defendants named above.

NOW THEREFORE, be it resolved by the City Council of the City of Spokane:

The City of Spokane authorizes that payment in the amount of ONE HUNDRED SIXTY-FIVE THOUSAND and NO/100 DOLLARS (\$165,000.00) to be paid to Plaintiff Nancy Goodspeed, and her counsel, without admission of fault or liability, as a full settlement and compromise of the above-referenced lawsuit. In exchange, Plaintiff will dismiss the underlying lawsuit with prejudice and without costs of said litigation, and provide a signed release fully extinguishing all claims held, asserted or un-asserted, by Plaintiff in connection with the case and pledging to fully protect and indemnify the City of Spokane, David Condon, Theresa Sanders, and Heather Lowe, their officers, agents, employees, contractors, and insurers, against all loss or liability in connection with said case and/or claim for damages or other relief.

PASSED the City Council this _____ day of _____, 2017.

City Clerk

Approved as to form:

Assistant City Attorney

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

12/04/2017

Date Rec'd

11/21/2017

Clerk's File #

ORD C35566

Renews #Submitting Dept

CITY COUNCIL

Cross Ref #Contact Name/Phone

BEN STUCKART 6256269

Project #Contact E-Mail

AMCDANIEL@SPOKANECITY.ORG

Bid #Agenda Item Type

First Reading Ordinance

Requisition #Agenda Item Name

0320 SALARY REVIEW COMMISSION UPDATE

Agenda Wording

An ordinance relating to the Salary Review Commission; amending SMC sections 2.05.010, 2.05.020, 2.05.030, 2.05.040, 2.05.050, 2.05.060, and 2.05.070

Summary (Background)

This ordinance: 1. Updates code to the appropriate Ethics Code section. 2. Removes the requirement that Salary Review Commission members have a professional background in finance or business. 3. Removes the requirement that the Salary Review Commission elect officers annually. 4. Sets the Salary Review Commission review and reporting cycle to every four years on the even year, following the election of Mayor and Council President. (Next scheduled review will be 2020).

Fiscal Impact

Grant related? NO

Budget Account

Public Works? NO

Select \$

#

Select \$

#

Select \$

#

Select \$

#

ApprovalsCouncil NotificationsDept Head

MCDANIEL, ADAM

Study SessionDivision DirectorOther

Finance & Admin - 11/20

Finance

ORLOB, KIMBERLY

Distribution ListLegal

PICCOLO, MIKE

For the Mayor

DUNIVANT, TIMOTHY

Additional ApprovalsPurchasing

ORDINANCE C35566

An ordinance relating to the Salary Review Commission; amending SMC sections 2.05.010, 2.05.020, 2.05.030, 2.05.040, 2.05.050, 2.05.060, and 2.05.070.

NOW, THEREFORE, the City of Spokane does ordain:

Section 1. That section 2.05.010 of the Spokane Municipal Code is amended to read as follows:

2.05.010 Salary Review Commission Creation

There is created a ~~((salary review commission (“commission”)))~~ Salary Review Commission which shall be charged with reviewing and establishing the salaries of the ~~((mayor, council president and city council members))~~ Mayor, Council President, and City Council Member.

Section 2. That section 02.05.020 of the Spokane Municipal Code is amended to read as follows:

2.05.020 Membership – Term – Removal

A. Membership.

The ~~((commission))~~ Salary Review Commission shall consist of five members who are residents and registered voters of the City. Appointment shall be as follows:

1. Two members shall be at-large appointments appointed by the ~~((mayor))~~ Mayor with the ~~((city council’s))~~ City Council’s approval.
2. Three members shall be appointed by the ~~((mayor))~~ Mayor with ~~((city council))~~ City Council approval with one member from each of the three ~~((city council))~~ City Council districts respectively. The individuals submitted for appointment from the ~~((council))~~ Council districts shall be recommended by the ~~((city council))~~ City Council to the ~~((mayor))~~ Mayor for appointment.
3. Applications for positions to the ~~((salary review commission))~~ Salary Review Commission shall be reviewed by the City’s ~~((ethics committee))~~ Ethics Commission pursuant to SMC 1.04A.170 as an advisory opinion for potential conflicts of interest or other conflicts with the ethics code.
4. The ~~((ethics committee’s))~~ Ethics Commission’s advisory opinion shall be filed with the ~~((mayor’s))~~ Mayor’s office and with the ~~((city council))~~ City Council.

B. Term.

Each member of the ~~((commission))~~ Salary Review Commission shall serve a four-year term, and no member shall be appointed to more than two terms regardless of whether the terms are held consecutively.

1. More than two years of a four-year term shall count as a whole term.

~~((2. Initial appointments shall be as follows:~~

a. ~~Three members shall be appointed for a period of four years; and~~

b. ~~Two members shall be appointed for two years.))~~

~~((3. All subsequent appointments or reappointments shall be for a four-year term.))~~

~~((4))~~2. Appointments may be made to complete an unexpired term in the event of a vacancy.

3. Appointments shall be staggered to the greatest extent possible to ensure that at least two members of the Salary Review Commission have served on the Commission during the prior review. One returning member should be the Chair or Vice-Chair of the previous Commission, serving a second term as the new Chair.

4. The election of the Chair and Vice-Chair positions shall occur every four years by the end of current Commission review session.

C. Removal.

~~((Commission))~~ Salary Review Commission members may only be removed during their terms of office by the ~~((city council))~~ City Council with a recommendation from the ~~((mayor))~~ Mayor for cause of:

1. incapacity,
2. incompetence,
3. neglect of duty,
4. malfeasance in office, or
5. for a disqualifying change in:
 - a. residence, or
 - b. voter status.

D. Compensation.

~~((Commission))~~ Salary Review Commission members shall serve without compensation.

E. Qualifications.

1. ~~((Commission))~~ Salary Review Commission members shall ~~((have experience in finance, business management, or personnel management, or other related fields that))~~ demonstrate experience beneficial to the review and establishment of salaries for elected officials.

2. Officers, officials, and employees of the City and their immediate family members shall not be eligible to serve on the ~~((commission))~~ Salary Review Commission.

a. For the purposes of this section, “immediate family member” shall mean a:

- i. parent,
- ii. stepparent,
- iii. in-law,
- iv. spouse,
- v. sibling,
- vi. stepsibling,
- vii. child,
- viii. stepchild, or
- ix. dependent relative

of the officer, official or employee, whether or not living in the household of the officer, official or employee.

Section 3. That section 02.05.030 of the Spokane Municipal Code is amended to read as follows:

2.05.030 Definitions

- A. “Elected officials” means the positions of ~~((mayor, council president and all council members))~~ Mayor, Council President, and Council Member.
- B. “Salary” or “salaries”, as used in this chapter, means any fixed compensation paid periodically for work or services.
1. This definition expressly excludes the total cost of any medical or other benefits provided to any elected official, as well as any expenses paid or reimbursed on behalf of an elected official in compliance with the City policies and procedures for expense reimbursements.

Section 4. That section 02.05.040 of the Spokane Municipal Code is amended to read as follows:

2.05.040 Duties

- A. It is the goal of the ~~((commission))~~ Salary Review Commission to base salaries of the ~~((mayor, council president and council members))~~ Mayor, Council President, and Council Member on realistic standards so that the elected officials may be paid according to the duties of their offices and so that citizens of the highest quality may be attracted to public service. The ~~((commission))~~ Salary Review Commission shall have the duty to review and establish the salary of the ~~((mayor,~~

~~council president and council members))~~ Mayor, Council President, and Council Member based on the duties of each office. ~~((The commission shall study the relationship of salaries to the duties of the mayor, council president and council members.))~~

- B. A decision by the ~~((commission))~~ Salary Review Commission to ~~((change))~~ adjust the salary of the ~~((mayor, council president or city council members))~~ Mayor, Council President, or City Council Member shall be filed by ~~((the commission))~~ with the ~~((city clerk))~~ City Clerk by May 31st, shall be final and shall become effective and incorporated into the following year's ~~((city))~~ City budget proposal without further action of the ~~((city council))~~ City Council or ~~((salary commission))~~ Salary Review Commission.
1. Any ~~((change))~~ adjustment of salary made by the ~~((commission))~~ Salary Review Commission shall supersede any ordinance or resolution in effect at the time the salaries are changed but only to the extent of such conflict.
- C. Salary increases established by the ~~((commission))~~ Salary Review Commission shall be effective on the first pay period of the year following the decision ~~((of the commission))~~ and shall apply to the ~~((mayor, council president and all city council members))~~ Mayor, Council President, and all City Council Members regardless of their terms of office.
- D. Salary decreases established by the ~~((commission))~~ Salary Review Commission shall become effective as to an incumbent ~~((mayor, council president or council member))~~ Mayor, Council President, or Council Member at the commencement of their next subsequent terms of office.

Section 5. That section 02.05.050 of the Spokane Municipal Code is amended to read as follows:

2.05.050 Operations of Commission

- A. The ~~((commission))~~ Salary Review Commission may establish its own rules of procedures consistent with the Spokane Municipal Code and state law, which shall include a meeting schedule.
- B. The ~~((commission))~~ Salary Review Commission shall ~~((annually))~~ elect a Chair and Vice-Chair from its members prior to the conclusion of its review period pursuant to this section.
- C. All meetings of the ~~((commission))~~ Salary Review Commission shall be open to the public.
1. At least one of the meetings shall include a public hearing held prior to ~~((the—commission))~~ issuing a decision regarding the ~~((establishment))~~ adjustment, if any, of salaries in order to provide an opportunity for the public and the affected elected officials to address the ~~((commission))~~ Salary Review Commission.

- D. The ~~((commission))~~ Salary Review Commission shall meet to review the salary schedules of the ~~((mayor, council president and council members))~~ Mayor, Council President, and Council Member ~~((during))~~ every four years, on the even ~~((numbered))~~ year(s) following the election of the Mayor and Council President and may meet more frequently on their own initiative or by a motion of the ~~((city council))~~ City Council.
1. Decisions of the ~~((commission))~~ Salary Review Commission regarding an ~~((increase or decrease))~~ adjustment in the salary schedule shall be filed ~~((by the commission))~~ with the ~~((city clerk))~~ City Clerk's Office by May 31st.
- E. In determining the salaries for the ~~((mayor, council president and council members))~~ Mayor, Council President, and Council Member, the ~~((commission))~~ Salary Review Commission shall solicit information regarding the elected officials duties and responsibilities. Prior to ~~((the commission))~~ issuing a salary schedule, the ~~((commission))~~ Salary Review Commission may request additional financial information and other relevant data from the appropriate ~~((city))~~ City department.
- F. Three members of the ~~((commission))~~ Salary Review Commission shall constitute a quorum and the affirmative vote of three members shall be required to approve a salary schedule for ~~((the mayor, council president and council members))~~ Mayor, Council President, and Council Member as well as all other matters of the ~~((commission))~~ Salary Review Commission.
- G. The ~~((commission))~~ Salary Review Commission shall keep a written record of its proceedings, which shall be a public record in accordance with Washington state law.
1. The ~~((commission))~~ Salary Review Commission shall provide written documentation forming the basis for the salary schedule.
- H. The ~~((commission))~~ Salary Review Commission shall be assisted in performing its duties by staff assigned by the city administration and the City Council.

Section 6. That section 02.05.060 of the Spokane Municipal Code is amended to read as follows:

2.05.060 Referendum

- A. Salary ~~((increases or decreases))~~ adjustments shall be subject to a referendum petition by the citizens in the same manner as a ~~((city))~~ City ordinance upon filing of such petition with the ~~((city clerk))~~ City Clerk within thirty days after filing of the salary schedule by the ~~((commission))~~ Salary Review Commission.

1. In the event of the filing of a valid referendum petition pursuant to Section 83 of the City Charter, the salary ~~((increase or decrease))~~ adjustment shall not go into effect until approved by the voters.
- B. Referendum measures under this section shall be submitted to the voters of the City at the next following general or municipal election occurring thirty days or more after the petition is filed, and shall be otherwise governed by the provisions of the state constitution, city charter and laws generally applicable to referendum measures.

Section 7. That section 02.05.070 of the Spokane Municipal Code is amended to read as follows:

2.05.070 Implementation of Proposition No. 1 Regarding Mayor's Salary

In order to implement the amendment to Section 7 of the Spokane City Charter regarding the establishment of the ~~((mayor's))~~ Mayor's salary by the ~~((commission))~~ Salary Review Commission pursuant to Proposition 1, as approved by the voters on the August 4, 2015 ballot, the ~~((commission))~~ Salary Review Commission shall review and establish the salary for the ~~((mayor))~~ Mayor by September 30, 2015. The decision of the ~~((commission))~~ Salary Review Commission shall be filed with the ~~((city clerk))~~ City Clerk and shall be subject to referendum as set forth in SMC 2.05.060. The ~~((mayor's))~~ Mayor's salary established by the ~~((commission))~~ Salary Review Commission shall take effect on the first pay period of 2016. Future review and ~~((increase or decrease))~~ adjustment, if any, to the ~~((mayor's))~~ Mayor's salary shall be performed by the ~~((commission))~~ Salary Review Commission in ~~((2018))~~ 2020 consistent with the review of ~~((the))~~ ~~((council president and council members'))~~ Council President and Council Member salaries as set forth in chapter 2.05 SMC. ~~((The commission will meet in 2016 pursuant to the schedule provision of chapter 2.05 SMC to review the salaries of the council president and council members.))~~

PASSED by the City Council on _____.

Council President

Attest:

Approved as to form:

City Clerk

Assistant City Attorney

Mayor

Date

Effective Date

Briefing Paper

Finance & Administration

Division & Department:	City Council
Subject:	Salary Review Commission
Date:	November 20, 2017
Author (email & phone):	Ben Stuckart/bstuckart@spokanecity.org/6256269
City Council Sponsor:	Ben Stuckart
Executive Sponsor:	None
Committee(s) Impacted:	None
Alignment: (link agenda item to guiding document – i.e., Master Plan, Budget, Comp Plan, Policy, Charter, Strategic Plan)	Charter/Spokane Municipal Code
Strategic Initiative:	Sustainable Resources
Deadline:	December 31, 2017
Outcome: (deliverables, delivery duties, milestones to meet)	Adjustment of Salary Review Commission Report Period

Background/History:

The Salary Review Commission is currently mandated by the Spokane Municipal Code to convene for City elected-leadership salary reviews on each even-numbered year; more frequently, if needed. In the last review cycle, the Salary Review Commission made significant changes to the salaries of the Mayor, City Council President, and City Council Member positions. Meeting on the current cycle frequency means time donated by five Commissioners and upwards of three City staff liaisons representing Council, Administration, and City Legal (for data gathering, meeting organization, documents drafting, Q&A, etc.) for weekly meetings for a period of four to five months. Historical data show that there were no recommended salary adjustments from 2008 (2009 implementation) until 2014 (2015 implementation).

Executive Summary:

- Updates code to the appropriate Ethics Code section.
- Removes the requirement that Salary Review Commission members have a professional background in finance or business.
- Removes the requirement that the Salary Review Commission elect officers annually.
- Sets the Salary Review Commission review and reporting cycle to every four years on the even year, following the election of Mayor and Council President. (Next scheduled review will be 2020).

Budget Impact:

Approved in current year budget? ☐ Yes ☐ No

Annual/Reoccurring expenditure? ☐ Yes ☐ No

If new, specify funding source:

Other budget impacts: (revenue generating, match requirements, etc.)

Operations Impact:

Consistent with current operations/policy? ☐ Yes ☐ No

Requires change in current operations/policy? ☐ Yes ☐ No

Specify changes required:

Known challenges/barriers:



Agenda Sheet for City Council Meeting of: 10/23/2017

Date Rec'd	10/10/2017
Clerk's File #	FIN 2017-0001
Renews #	
Cross Ref #	
Project #	
Bid #	
Requisition #	

Submitting Dept	FINANCE & ADMIN
Contact Name/Phone	CRYSTAL 625-6369 MARCHAND
Contact E-Mail	CMARCHAND@SPOKANECITY.ORG
Agenda Item Type	Hearings
Agenda Item Name	0410 - SET BUDGET HEARINGS

Agenda Wording

Setting the hearings for review of the 2018 Proposed Budget beginning Monday, October 30, 2017 and continuing thereafter at the regular Council Meetings during the month of November.

Summary (Background)

As part of the annual budget process, the City Council will hold public hearings on the proposed 2018 Budget for the City of Spokane. Public testimony is welcome on all sections of the budget at each hearing. The first hearing will be held on October 30, 2017 and are currently scheduled to continue each Monday during the month of November. The Council may continue the hearing up to the 25th day prior to the beginning of the next fiscal year.

<u>Fiscal Impact</u>	Grant related? NO Public Works? NO	<u>Budget Account</u>
Select \$		#
Select \$		#
Select \$		#
Select \$		#
<u>Approvals</u>	<u>Council Notifications</u>	
<u>Dept Head</u>	DUNIVANT, TIMOTHY	<u>Study Session</u>
<u>Division Director</u>	MARCHAND, CRYSTAL	<u>Other</u>
<u>Finance</u>	ORLOB, KIMBERLY	<u>Distribution List</u>
<u>Legal</u>	ODLE, MARI	tdunivant@spokanecity.org
<u>For the Mayor</u>	DUNIVANT, TIMOTHY	jdclark@spokanecity.org
<u>Additional Approvals</u>		cmarchand@spokanecity.org
<u>Purchasing</u>		